



Withdrawing from Classes and Aid Eligibility

Course Withdrawals

It is the responsibility of any student wishing to withdraw from Georgia Piedmont Technical College (GPTC) to follow the official withdrawal process with the College. Students wishing to withdraw from a course should follow the official withdrawal policy.

Withdrawal from one or more classes during the term may have an effect on your financial aid awards. Please refer to the information concerning Enrollment Status.

Official Withdrawals

It is the responsibility of any student wishing to withdraw from Georgia Piedmont Technical College (GPTC) to follow the official withdrawal process with the College. Students wishing to withdraw from the College should contact the Office of the Registrar to initiate the withdrawal process.

Withdrawal from all classes during a term may result in a change in the financial aid award for that term. Federal financial aid regulations have created a Return of Title IV Funds Policy. This policy states that students who withdraw or cease attendance before the 60 percent point of the term (as calculated by the number of days in the term) will have their financial aid reduced.

Upon withdrawal, the Financial Aid Office will calculate, from the number of days in the term that the student was enrolled prior to withdrawal, the percentage of the term that the student completed. This percentage will be applied to the amount of aid received for the term with the student being able to retain only the amount of aid for the percentage of the term actually completed. The unearned portion of the financial aid award must be returned to the federal, programs that have been awarded. If excess financial aid funds have been refunded to the student, a portion of these funds may also need to be returned to the financial aid programs awarded. This may result in large sums being owed to both Georgia Piedmont Technical College (GPTC) and federal financial aid programs.

Students considering withdrawal from classes should consult the Financial Aid Office prior to initiating the withdrawal process. Withdrawal can have a significant impact on a current financial aid award, as well as future financial aid eligibility (see the Satisfactory Academic Progress Policy).

Unofficial Withdrawals

Students who cease attending all classes during a term may also be subject to the Return of Title IV Funds Policy referenced above. In all cases, official withdrawal procedures should be followed.

Also, students who fail or have a combination of all failing grades and withdrawn classes during a term will be reviewed to determine if the failure was due to not attending the class. Students who stopped attending classes before the end of the term will be treated as an unofficial withdrawal.