University Complete Withdrawal Policy

If you decide to completely withdraw from the University, tuition and fees are refunded based on the date the withdrawal occurred. Adjustments to charges for complete withdrawal will be effective on the date written notice is received by the appropriate program office of Widener University. At that point the total withdrawal policy and refunding of semester charges is enacted. Students have a drop/add period at the start of each semester to adjust their schedule of courses. Once drop/add ends, semester course schedules are set and there is no refund issued when a student does a course withdrawal (a “W” is noted on the student transcript) from one or more courses throughout the semester unless the student is withdrawing from all courses in the semester.

Information on withdrawing can be found in your Widener University program Catalog. Refund tables are calculated each year and are provided in the Guide to Fees and Payment located online at: [http://www.widener.edu/about/administration/enrollmentservices/bursar/guide.asp](http://www.widener.edu/about/administration/enrollmentservices/bursar/guide.asp).

NOTE: If you completely withdraw from the University AND have received financial aid, you may be responsible for returning financial aid funds you have received based on the eligibility requirements set by the federal government under the Return of Title IV funds policy. Adjustments may also be made to state and institutional funding. Information can also be found in the Widener Financial Aid Handbook online at: [http://www.widener.edu/about/administration/enrollmentservices/studentfinancialservices/forms.asp](http://www.widener.edu/about/administration/enrollmentservices/studentfinancialservices/forms.asp).

Refund Policy Federal Aid Title IV (Return of Title IV Funds)

Widener University returns unearned Federal funds in compliance with Federal regulations (34CFR Sec. 668.22 & HEA Section 484 B). If a student completed more than 60% of the period of enrollment, he or she earned 100% of the aid for the period. If the student completed 60% or less of the period of enrollment, the percentage of the period is the percentage of aid earned. A period of enrollment is equivalent to one semester.

Federal funds will be returned in the order prescribed by 34CFR sec. 668.22(3) (B) (h) as follows:

- Unsubsidized Federal Direct Loans
- Subsidized Federal Direct Loans
- Federal Perkins Loans
- Federal Direct GradPLUS Loans
- Federal Pell Grants
- Federal SEOG Grants
- Other Federal Aid
- The student

Contact Enrollment Services for assistance if you need to withdraw from the University at 610-499-4161 or at [enrollmentservices@widener.edu](mailto:enrollmentservices@widener.edu).