

RETURN OF FUNDS

College Return of Funds

If tuition has been paid with a government or private loan, *SJVC* will make the refund to the lender, not the student. The student will owe the lender for the amount applied to his/her account with *SJVC*. If the tuition has been paid with a grant, those amounts are returned to the government. If a student has not made payments equal to the amount of tuition owed at the time he/she is dropped or terminated, the student will owe that amount to *SJVC*. In either of these cases, *SJVC* will work with students to develop a repayment plan.

If any portion of the tuition was paid from student financial aid programs, refunds must be distributed in the following order:

- Federal SLS Loan
- Unsubsidized Federal Stafford Loan
- Subsidized Federal Stafford Loan
- Federal PLUS Loan
- Unsubsidized Federal Direct Stafford Loan
- Subsidized Federal Direct Stafford Loan
- Federal Direct PLUS Loan
- Federal Perkins Loan
- Federal Pell Grant
- FSEOG
- Other SFA Programs
- State aid (i.e. Cal Grants)
- Institutional aid
- Private sources of aid
- The student

A portion of the refund can be paid to students only if funds remain after the refund has been returned to the Student Financial Aid programs and other sources in order.

Funds returned to any student financial aid program may not exceed those received from that program. Refunds will be made within 45 days of the date it was determined that the student withdrew.

Student Return of Funds

Students who have personally received monies from a grant, and this payment is for more training than received, the student must return 50% of the unearned aid. The payment must be made to *SJVC*, who will return it to the Federal Grant Account. If a student is unable to make this payment in

full, *SJVC* will assist the student in contacting the Department of Education for an approved repayment plan. If a student is eligible for more funding than what was disbursed, *SJVC* will provide the student with written notification.

STUDENT ACCOUNTS

SJVC reserves the right to withhold certain services, materials, merchandise, or any combination thereof from students who fail to pay a fee or debt owed to the College. This may include, but is not limited to, withholding permission to receive a certificate or degree, when the student has otherwise successfully fulfilled all graduation requirements. If a student disputes the validity of an asserted unpaid fee or debt, the student may contact the Assistant Controller, whose contact information is provided below. The Assistant Controller will review all pertinent information and advise the student of the findings and conclusion of the matter.

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