



POLICIES AND PROCEDURES GOVERNING COLLEGE WITHDRAWAL

This policy applies to all undergraduate students at Rhodes College who wish to withdraw from the college and do not plan to return. If a student pursues a college withdrawal during a semester, then the student is also withdrawing from all courses that semester and will receive grades of W on their transcript. Students may also pursue this process at the end of a semester without withdrawing from any courses.

ON-CAMPUS HOUSING

The student is expected to be packed and moved out of campus housing no later than 48 hours after the last day s/he attended class. It is in the best interest of the student to have the room inspected by his/her Resident Assistant and any damages noted on the student's room condition report to avoid any charges. The student should also cancel housing if s/he applied for on-campus housing for the upcoming semester.

RESIDENCE HALL KEY and KEY FOB

Prior to leaving campus, the residence hall key and key FOB must be returned to Rhodes College. The student has two options when returning them, s/he can return the items to the Residence Life office or give them to the RA when checking out.

PARKING STICKER

It is requested that a student who withdraws from the College remove the parking sticker from his/her vehicle's window upon departing campus.

E-MAIL

A Rhodes e-mail account will no longer be available as of the date of withdrawal from the College.

FEDERAL FINANCIAL AID AND LOANS

When a student who has federal Title IV student aid withdraws from the College or does not return from an approved leave of absence, the unearned portion of those funds must be returned to the federal student aid programs. Federal Title IV funds that may have to be returned include the Federal Pell Grant, the Federal Stafford Loan, and the Federal Parent Loan for Undergraduate Students (PLUS), the Federal Perkins Loan, the Federal Supplemental Educational Opportunity Grant (SEOG) and the Federal Leveraging Educational Assistance Partnership (funds the TSAA grants). The unearned portion of federal Title IV funds is determined by dividing the number of days in the term that have passed as of the date of withdrawal by the total number of days in the term. If the withdrawal occurs after 60% of the term has elapsed, no return of Title IV funds is required. The Bursar's Office calculates the Return of Title IV funds amount.

Federal regulations require funds be returned to federal programs in the following order: Unsubsidized Federal Stafford Loans, Subsidized Federal Stafford Loans, Federal Perkins Loans, and Federal PLUS Loans. If funds remain after repaying all loan amounts, the remaining funds are repaid to Federal Pell Grants, Federal Supplemental Educational Opportunity Grants and Federal Leveraging

Educational Assistance Partnership program.

Students and parents should be aware that the requirement to return federal Title IV assistance might result in a balance due to Rhodes College; the student and/or student's family is responsible for paying any balance resulting from the return of Title IV aid.

Students may request that their federal financial aid be transferred to another institution by adding the new school they will be attending to the FAFSA. This is something that the student has to do with the FAFSA at www.fafsa.ed.gov

RE-ENROLLMENT OF WITHDRAWN STUDENTS

Students who have voluntarily withdrawn from the College and have taken two courses or fewer in any one term at another institution, and students who have been academically suspended from Rhodes and wish to return, must apply for re-enrollment through the Faculty Standards and Standing Committee.

These returning students must complete an Application for Re-enrollment which requests current information about the student, including an account of activities and educational experiences during the absence from Rhodes. Students seeking to be re-enrolled must initiate their requests at least two months prior to the beginning of a new semester.

Students who have voluntarily withdrawn from Rhodes and have taken more than two courses in any one term or semester at another institution are considered transfer students. These students must apply for readmission to Rhodes through the Office of Admission submitting the college's two-part application or the Common Application and the required supporting documents.

It is common for students who withdraw from Rhodes to wish to return at a later date. If for any reason you would like to re-enroll, please contact Student Life at 901-843-3815. A member will be glad to assist you with any questions or concerns you may have about the re-enrollment procedures.