

Quest University Canada (Foreign School) – G40753
US Federal Student Aid / Title IV
Student Eligibility – R2T4 Policy (Return of Title IV Funds)
2018-2019

Ref. Quest Academic Calendar

<https://questu.ca/academics/catalogue-calendar-and-policies/>

Ref. Federal Student Aid; <https://ifap.ed.gov/qahome/qaassessments/returntivfunds.html>

Undergraduate

Arts & Sciences Degree (BA&Sc)

The requirements of 34 CFR 668.22 commonly referred to as the Return of Title IV Funds specifies how a participating institution is required to handle the treatment of Title IV Funds when a student withdraws (i.e. termination of studies). An overpayment (“overaward”) is when a student receives more aid than he or she was eligible to receive. One type of overaward can occur when a student withdraws.

Quest University’s Financial Aid Office is responsible for calculating the Return of Title IV Funds (R2T4) and Quest’s Student Accounts Office (“Business Office”) is responsible for the transfer of Title IV Funds to the U.S. Department of Education.

As a private foreign institution, Quest University only administers Direct Loans (Unsubsidized Direct Loans; Subsidized Direct Loans) and Direct PLUS for eligible parents/guardians of dependent students.

Quest University contracts with a Title IV Third-Party Servicer, Weber & Associates
(<https://www.weberassociatesinc.com/>)

The Financial Aid Office uses an approved U.S. Department of Education R2T4 Worksheet to calculate the R2T4 Funds per student within the specified allotted timeframe, a form also supplied by Weber & Associates in electronic format within their secure portal. As Quest University is a foreign private school operating in Canadian currency, the R2T4 remains in USD currency based on the school’s conversion policy and rounded to the nearest dollar. The Financial Aid Office ensures a signed Master Promissory Note (MPN) is on the student’s file as required for R2T4. Also, as Quest University is a foreign school, Pell Grants, Iraq & Afghanistan Service Grant Awards, TEACH grants, FWS, FSEOG & Pell LEU are not applicable, and they are not administered or part of the R2T4 calculation.

Quest University's Registrar's Office governs and administers student withdrawals indicating the official date of withdrawal. A withdrawal date of determination is not more than 14 calendar days after the withdrawal date. The Financial Aid Office uses the earlier of the date of withdrawal as the last date of academic activity; or the date the student reflected on their completed Notice of Withdrawal Form issued by Quest that the Registrar's Office will verify. The Notice of Withdrawal Form is available to all Quest University students through Quest's electronic internal student portal. If a student requests a paper-copy of the form or assistance with form completion, Quest University will accommodate. If a student fails to complete a Notice of Withdrawal Form, the Registrar's Office will use the last date of academic activity.

Quest University is not required to take attendance although each Quest Tutor determines how many unexcused absences will result in a fail grade. Students who are not in attendance by the end of the first day of classes for each course within a specified term are reported by the Tutor to the Registrar's Office and subsequently, withdrawn by the Registrar's Office by the end of the second day of class if there continues to be non-attendance.

The amount of Title IV Funds earned by a student is determined on a pro rata basis. The payment period is the academic term for which the Direct Loan was certified, and the percent of attendance is calculated by dividing the number of days attended by the total number of days in the payment period. For example, if a student completes 30% of the payment period, a student has earned 30% of the assistance of the original Direct Loan entitlement. Once a student has completed more than 60% of the payment period, all Direct Loan entitlement that a student was scheduled to receive is considered to have been earned. If there are Direct Loans to be disbursed post-withdrawal that a student is entitled to, within 14 days Quest's Financial Aid Office must confirm if a student wants the post-withdrawal disbursement. A student may choose to decline the Direct Loans and as such, Quest's Financial Aid Office will use the R2T4 Worksheet accordingly. Should a student choose to accept the Direct Loans, Quest's Student Accounts Office must issue a credit balance within 14 days of the R2T4 calculation.

Depending on the official date of withdrawal, there may be other eligibility requirements under 34 CFR 668.22 that stipulate the amount of Title IV Funds earned by a student. For example, if a first-time, first-year student has not completed the first 30 days of their academic program before the withdrawal, this student will not earn any Direct Loan Funds.

A student who had a credit balance on their Quest University Student Account and received a refund of their Direct Loan proceeds in any amount prior to withdrawing are responsible for returning the amount to their lender in accordance with the terms of the MPN.

The requirements of 34 CFR 668.22 Return of Title IV Funds are separate from that of any refund policy Quest University publishes. Quest University follows 34 CFR 668.22 and therefore, a

student may still owe funds to Quest University to cover an outstanding balance on their Quest Student Account post-withdrawal that is the responsibility of Quest's Student Accounts Office to address with the student directly.

Quest University is required to provide students with published information of its refund policies applicable to the school as well as, information on Return of Title IV Funds for student withdrawals.