

Appendix A

Glossary

Aid Disbursed

Title IV program funds are disbursed when a school credits a student's account with funds or pays a student or parent directly with:

- Title IV funds received from the Department of Education
- Federal Family Education Loan (FFEL) Program funds received from a lender
- Institution funds used before receiving Title IV program funds

Aid that Could Have Been Disbursed

Any undisbursed Title IV aid for the period that the school uses as the basis for the Return calculation is counted as aid that could have been disbursed.

Conditions for a Late Disbursement

These conditions, as described in [34 CFR 668.164\(g\)\(2\)](#), include situations where:

- The Department of Education processed a Student Aid Report (SAR) or Institutional Student Information Record (ISIR) with an official Expected Family Contribution (EFC) for the student (except in the case of a PLUS Loan); and
- The institution certified or originated a FFEL or a Direct Loan; or
- The institution made an award to the student for a Federal Perkins Loan or FSEOG.

Date of the Institution's Determination that the Student Withdrew

The point in time when a school could reasonably be expected to know that a student has withdrawn. The date of the institution's determination that the student withdrew is used in many circumstances, such as establishing the time frame for when the Return calculation must be completed and funds returned by the school.

Higher Education Reconciliation Act (HERA)

On February 8, 2006, President Bush signed the Higher Education Reconciliation Act of 2005 (HERA), Pub. L. 109-171. The Act provides changes to the Higher Education Act of 1965, as amended (HEA) that affect the general provisions for the federal student financial aid programs authorized by Title IV of the HEA, as well as provisions on student and institutional eligibility.

Institutional Charges

Institutional charges generally are defined as the charges for tuition and fees, room and board, and other educational expenses that are paid to the school directly.

Interim Disbursement

An interim disbursement is a payment of Title IV funds to a student who is subject to verification but has not completed the verification process. If there is no conflicting data or reason to believe that the application data is inaccurate:

- For Federal Pell Grant, Academic Competitiveness Grant (ACG), National Science and Mathematics Access to Retain Talent (SMART) Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), and Federal Perkins Loan funds – A school may withhold funds or make one disbursement for the student’s first payment period.
- For Federal Work-Study (FWS) funds – A school may withhold funds or employ the applicant for the first 60 consecutive days after the student’s enrollment in that award year.
- For subsidized Stafford Loan (Federal Family Education Loan [FFEL] and William D. Ford Federal Direct Loan [Direct Loan]) funds – A school may refuse to certify or originate a loan, or originate or certify a loan but not deliver loan proceeds to the borrower.

The school is liable if an interim disbursement causes an overpayment. For more information, see Title [34 of the Code of Federal Regulations \(34 CFR\), Section 668.58](#).

Notification Tracking Status

The Notification Tracking Status page of R2T4 on the Web shows a statistical overview of outstanding R2T4 student records and their notification or repayment status.

Payment Period

A school-defined length of time for which a specific payment of Title IV aid is made available to a student. For programs using academic terms, a payment period is equal to a term. For programs not using academic terms, schools must designate at least two payment periods within an academic year, pursuant to all applicable regulations ([34 CFR 668.4](#)).

Percentage of Aid Earned

The percentage of aid earned is the proportion of the Title IV aid a student earned before withdrawing. It is based on the proportion of the period attended to the period for which the aid was awarded.

Period of Enrollment

The academic period established by the school for which institutional charges are generally assessed (for example, the length of the student’s program or the academic year, but consistent with the period for which loans generally are certified, not to exceed twelve months).

Post-Withdrawal Disbursement

A payment to a student after that student withdraws if the student received less Title IV aid than the amount earned. The grant funds that are available as this payment are first automatically applied to a student's account to cover tuition, fees, and room and board charges. The remaining grant and loan funds that can be offered as this payment first goes through a notification and approval process with the student/parent.

School Calendar

This setup option in R2T4 on the Web allows the school to define the number of days or hours in a program's payment period or period of enrollment.

User-Specified Fields

User-Specified Fields are fields that you create in R2T4 on the Web to track data specific to your school. The fields can be formatted to collect numeric, string (text), date, or Boolean (yes/no) data.

Withdrawal Date

For schools required to take attendance, this is the last date the student attended a class as documented by attendance records, as described in [34 CFR 668.22 \(b\)](#).

For schools not required to take attendance, this is the date the student began the withdrawal process, otherwise provided official notification of the intention to withdraw, the date of circumstances beyond the student's control that prevented notification, the midpoint of the period (in the case of an unofficial withdrawal), or in the case of a student who does not return from an approved leave of absence, the date the student began—or school determined student began—a leave of absence, as described in [34 CFR 668.22 \(c\) i-vi](#), as applicable.

Additional clarification is provided in [GEN-04-03 \(revised November, 2004\)](#).