Based upon the UHCC Policy to shorten Time-To-Degree Process, draft dated September 2015, the following procedures are being recommended to reduce the impact of students who are receiving financial aid and in a course that is below college-level English and/or math.

A. Students who are one level down and in courses that are full-semester length, do not have any Federal regulations for financial aid that needs to be taken into account for special populations and will be treated the same as all other full-semester length courses.

B. Students who are two levels down and in courses that are co-requisites that consist of two 8-week courses that add up to a full-semester length have additional Federal regulations tied to financial aid.
   1. If the student is only taking a course that are co-requisites that consist of two 8-week courses that is add up to a full-semester length but does not complete the first 8-week course, financial aid is recommending that the student not be dropped from the next 8-week course if the student is continuing into the semester to complete the first 8-week course and if the student is unable to complete the second 8-week course, the student should receive a non-passing grade for the second 8-week course with the student’s last date of attendance. This will reduce the need to recalculate the financial aid enrollment level and prorate cost to a shorter period which may result in a student having a financial obligation.
   2. If the student is in a similar situation as B.1. above but the student is dropped from the second 8-week course, a report needs to be created for financial aid so that these students are identified because the Federal regulations state that a recalculation to the enrollment level, cost, and Return to Title IV must be calculated. NOTE: That this is only for students who are registered only for this course. If the student is enrolled in another full-semester length course, the only calculation that may need to be done is change in enrollment level if the student is dropped from the second 8-week course due to “never attended.”