

University of Aberdeen

Suspending, Withdrawing, Transferring Course or Changing the status of your studies

You must email usaloans@abdn.ac.uk **before** you change the status of your studies as follows:

- Suspending (taking a break)
- Withdrawal
- Transfer programme
- Leave of Absence
- Upgrade/downgrade i.e. MSc to PG Dip, PhD to MRes/MLitt
- Change from full-time to half-time or less than half-time
- Early submission of your thesis

Under US Federal law, the University is required to report any changes to your enrolment within tight timescales. For students who withdraw from their studies, suspend their studies, or complete their studies earlier than expected, it may be necessary to complete a Return to Title IV (R2T4) calculation and arrange for the return of any 'unearned' funds to the US Department of Education.

For purposes of administering Federal financial aid, a student receiving financial aid funds and granted an approved Leave of Absence (LOA) is not considered withdrawn and no return of Title IV calculation is required. However, if a student does not meet the LOA criteria, they are considered withdrawn (for financial aid purposes only), and a Title IV return of funds calculation is required. Further information can be found in the Return to Title IV policy.

If you are considering changing the status of your studies and want to understand the implications for your US Federal Loan entitlement, please email usaloans@abdn.ac.uk

Return to Title IV Policy -

<https://www.abdn.ac.uk/students/finance/us-federal-direct-loans.php#panel2197>