

### Unofficial Withdrawal: UW

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As unofficial withdrawal grades are considered in a student's GPA calculation, a UW could negatively impact the student's cumulative GPA Satisfactory Academic Progress standard. Because unofficial withdrawal grades are not considered completed grades, but are considered attempted credit hours, a UW could negatively impact the student's Completion Rate and Maximum Time Frame Satisfactory Academic Progress standards.

If a student receives a UW grade, the student may keep only the financial aid they have earned up to the time they ceased attending. Utah Valley University must return, to the Department of Education, any unearned aid and the student must repay to Utah Valley University the amount returned.

- If the student receives a UW with no Last Date of Attendance, all financial aid (Pell, Loans, etc.) will be returned to the Department of Education.
- If the student receives a UW with a Last Date of Attendance, some financial aid will be returned to the Department of Education if last date of attendance is prior to 60% point of the semester or combination of parts of term.
- If the student receives a UW with no Last Date of Attendance but Attend Date Unknown box is checked, the midpoint of the semester must be used and some financial aid will be returned to the Department of Education.

In addition, if the student receives a UW grade, and if it cannot be verified that the student began attendance, the Pell Grant the student received for the course must be returned to the Department of Education within 20 calendar days of the student receiving the UW. Attendance is verified for a UW grade by using the Last Date of Attendance reported by the instructor, or if no Last Date of Attendance is reported but the Attend Date Unknown box is checked.

### Incomplete Grade: I

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As incomplete grades are not considered in a student's GPA calculation, if the student has an incomplete grade at the time Satisfactory Academic Progress is processed, the incomplete grade will not negatively or positively impact the student's GPA. If an incomplete grade is not resolved within one year, the incomplete grade is changed to an "E" grade, which could negatively impact the student's GPA at that time. Incomplete grades are not considered completed grades, but are considered attempted credit hours; therefore, if a student has an incomplete at the time Satisfactory Academic Progress is processed, the incomplete grade could negatively impact the student's Completion Rate and Maximum Time Frame Satisfactory Academic Progress standards.

### Official Withdrawal: W

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As official withdrawal grades are not considered in a student's GPA calculation, a W would not negatively or positively impact the student's cumulative GPA Satisfactory Academic Progress standard. Because official withdrawal grades are not considered completed grades, but are considered attempted credit hours, a W could negatively impact the student's Completion Rate and Maximum Time Frame Satisfactory Academic Progress standards.

If a student receives a W grade, the student may keep only the financial aid they have earned up to the time they withdrew. Utah Valley University must return, to the Department of Education, any unearned aid and the student must repay to Utah Valley University the amount returned. If the student attends beyond the 60% point of

semester or combination of parts of term, the student is considered to have earned their aid and aid will not be returned.

In addition, if the student receives a W grade, and if it cannot be verified that the student began attendance, the Pell Grant the student received for the course must be returned to the Department of Education within 20 calendar days of the withdrawal and the student must repay to Utah Valley University the amount returned. The Documentation of Attendance form signed by an instructor stating the student began attending, and returned to the Financial Aid and Scholarships Office within 20 calendar days of the withdrawal will prove attendance.

#### Failing Grade: E

As failing grades are considered in a student's GPA calculation, an E could negatively impact the student's cumulative GPA Satisfactory Academic Progress standard. Because failing grades are not considered earned grades, but are considered attempted credit hours, an E could negatively impact the student's Completion Rate and Maximum Time Frame Satisfactory Academic Progress standards.