### BO7. Title IV Administration for Non-term Credit Hour Programs (Q&A)

**Question:**

Slide 31 indicates the maximum loan period is generally the program's academic year. Back on slide 25, an example is given of a program with an academic year definition of 30 weeks. However, the length of the student's loan period spans 36 weeks. Can you clarify, the second disbursement can occur after the student completes 1/2 of the weeks in the AY definition (15 weeks), rather than 1/2 of the weeks in the length of the loan (which would be 18 weeks)? Why wouldn't such a school define the academic year as 36 weeks, rather than 30?

**Response:**

SME-Summers-Thank you for your question. The slide data are just examples. A school could define its academic year as 36 weeks in length. If that were the case, one-half of those hours (and weeks) must be successfully completed to progress to the next payment period. Only then could the next disbursement occur. We mix up the examples because different schools choose different academic year lengths as expressed in hours and weeks.

**Response:**

Thank you for asking the question. This also confused me (and still does).

**Question:**

Suppose a student was initially in a non-term program but did not complete their first payment period. We informed them they had lost eligibility, so they decided to seek a different program now in the standard program. Would the student regain their loan eligibility as long as they meet all other eligibility requirements?

**Response:**

SME Vancil: If the student meets all eligibility requirements in the new program, they are not ineligible for aid in the new program simply because they were ineligible for whatever reason in the first program. There is information about transferring between programs at the same school in Volume 3 Chapter 5. If you're in the 21-22 PDF Handbook, it would start on page 3-169.

**Question:**

We have a program that is non-term, but is not lock-step (in other words, not everyone registers in all the same classes all the time). Can we set a minimum number of credits required for the academic year, but not have to adjust when the second disbursement would be if they register for more credits? For example, we set a minimum of 15 credits for the academic year and, at the beginning of the academic year, a student registers for 9 units and the subsequently registers for an additional 10 units. Can we still leave the number of credits for the award year at 15 and so disburse the funding once the student has completed at least 7.5 credits (and half the academic weeks)? or would we need to adjust the calculation of the second disbursement based on the student's actual enrollment of 19?

**Response:**

SME - Scott - The academic year does not change based on a student's progress or lack thereof. It is a standard applicable to all students in a program. If your academic year definition is 15 credits, then each payment period is 7.5 credits and half the weeks. When a student successfully completes the first payment period, they are eligible for a second disbursement. Changes to registration do not drive the payment period.

**Response:**

Thank you. So, to clarify, we could establish a minimum number of credits necessary to complete the academic year and, if the student registers for more than the minimum credits, we do not need to make any adjustments to our academic year calculations for when the student has successfully complete the first half of the year in order to receive the second disbursement.

**Response:**

SME Scott- You must establish an academic year definition that applies to all students in the program. That definition does not change based on the number of credits that any student enrolls in. If students enroll in more credits than are included in the academic year definition, the academic year definition does not change.

**Response:**

Thank you so much.

**Question:**

For nonstandard not substantially equal terms, is there a maximum number of weeks that an academic year should not extend beyond?

**Response:**

SME-Summers-Thank you for your question. There is no maximum number of weeks, only a minimum number defined in the regulations.

**Question:**

Slide 20: Does the requirement to determine enrollment status for Pell only apply when the program is less than a full academic year or the student has less than a full academic year remaining? I thought presenters at previous conferences said that students are always treated as FT in nonterm for full academic years.

**Response:**

The reference to enrollment status for Pell has only to do with calculating COA due to the limitations on COA components for half-time status. Pell Grant awards for non-term programs are always calculated from the full-time payment schedule.

**Question:**

Does the payment period crossover always occur on 6/30 and 7/1? Our academic year runs from 9/1 to 8/31, wouldn't the crossover occur on those days for us?

**Response:**

SME Vancil: For Title IV purposes, crossover has to do with a loan period or payment period that occurs in two award years. An award year runs from July 1 to June 30. Please see Volume 3 Chapter 7. There is a section all about crossover periods including a chart for your use.

**Question:**

Hello. I am not sure if I am following correctly. In a non-term program of less than an academic year (Ours will be 17 weeks, 39 credits), so I have to split the 17 weeks into two payment periods?

**Response:**

SME-Summers-Thank you for your question. The answer is yes. Remember to document your definition on an Academic Year for that program, as expressed in hours and weeks.

**Response:**

This is my first non-term program. Do I need to set up a separate academic year for this program, even though it is less than the minimum academic year? Or can I use our SAY, even though courses in this program may start before and extend past the end of our SAY?

**Response:**

SME-Summers-Thank you for your question. Yes, you must establish a different academic year for this non-term program. An SAY is a separate concept than the Academic Year definition. The Academic Year definition must meet the minimum requirements, even if the program is less than an Academic Year in length. Also, if this is truly a non-term program, you would not use SAY. You would use one of the BBAYs.