

STUDENTS CALLED TO ACTIVE MILITARY DUTY

PURPOSE

To define the University's position and action when students are called to active military duty.

POLICY

1. Students who are unable to complete a semester because they are called to active United States military duty shall, upon verification, be granted the option of a refund or credit of tuition and campus fees.
2. Any students who have received any form of financial aid including a full or partial scholarship or student loan or who expect to receive such should contact the financial aid office at the university to make appropriate arrangements.
3. Students shall receive non-punitive withdrawals in all courses from which they are required to withdraw.
4. Students residing in residence halls shall receive refunds on a pro rata basis for the remainder of the semester.
5. Verification of the call to service must be provided by furnishing the Student Administrative Services Center or the Division of Graduate and Continuing Education, as appropriate, with a copy of the Order to Active Duty within one week of receipt of the order.
6. The University's President may waive or suspend any institutional policy or regulation that negatively impacts students in their withdrawal or readmission to the institution due to a call to active duty.
7. Any student required to withdraw due to being called to active duty shall be given priority in enrollment in the program of his or her choice upon returning to the institution for the two semesters immediately following his or her discharge from active duty.

REVIEW

This policy will be reviewed annually by the Vice President for Academic Affairs.