Policy Title Military Activation Policy - Student	**Original Adoption Date** 1/14/19	**Policy Number** SS-791
Responsible College Division/Department Student Success	**Responsible College Manager Title** Vice President of Student Success	

Policy Statement

Students who serve in the National Guard, Reserves, or Active Duty who are ordered into active military service in the Armed Forces of the United States or who are requested to work for the federal or state government during a national emergency, limited national emergency or state emergency are provided priority readmission upon their return. Individuals in these circumstances will be eligible for 100% refund of tuition and fees for the current term.

Students who are forced to withdraw from classes due to the activation of a close family member (Father, Mother, Step-father, Step-Mother, Spouse or Life-partner) are provided priority readmission upon their return. Individuals in these circumstances will be eligible to submit a refund appeal request citing military activation as the extenuating circumstance. This appeal, if granted may result in a 100% refund of tuition and fees.

Individuals seeking a refund of tuition and fees are required to provide a copy of the activation orders to the campus Registrar.

Students who choose to stay enrolled and/or complete their coursework may do so in consultation and permission from their instructor(s).

Reason for Policy

Service members (National Guard, Reserves, or Active Duty) may be subject to activation or transfer orders which may require them to relocate, suspend attendance or withdraw from classes with little or no notice in cases of armed conflict, natural disaster or other event of state or national concern.

Historical Data, Cross References and Legal Review

Reviewed/Revised: 9/18/19
Legal Counsel Review and Approval: N/A
Board Policy: III.A. General Executive Constraint, III.B. People Treatment

Definitions

N/A