

## Military Tuition Assistance Withdrawal

Military Tuition Assistance is awarded to Service Members contingent upon completion of the semester/payment period. Military Tuition Assistance recipients who withdraw prior to completing 60% of the semester/payment period will have unearned aid that, by law, must be **returned** to the Federal Government by the University. Funds returned by the University to the Federal Government must be repaid to the University by the Service Member. A charge will appear on the Service Member's account until the balance has been paid in full. If 60% of the semester/payment period has been completed prior to withdrawing, 100% of the Military Tuition Assistance will have been earned and the award will remain in place.

**All applicable refund rules will apply and refunds of tuition/fees will be sent to the Service Member prior to the return of unearned aid by the University to the Federal Government.**

### Examples:

In each of the examples below, it is possible for DoD to calculate the **return** of unearned TA funds to the government based upon when the student stops attending. In each example, bold type identifies the 60% completion point.

**Example 1. 5-week Course:** • Day 1-7 100% • Day 8 77% • Day 9 74% • Day 10 71% • Day 11 69% • Day 12 66% • Day 13 63% • Day 14 60% • Day 15 57% • Day 16 54% • Day 17 51% • Day 18 49% • Day 19 46% • Day 20 43% • **Day 21 40%** • Day 22 0% Note: The educational institution's week of instruction is counted as 7 days.

**Example 2. 8-Week Course Withdraw submitted:** • before or during week 1 = 100% return • during week 2 = 75% return • during weeks 3-4 = 50% return • **during week 5 = 40% return** • during weeks 6-8 = no return

**16-Week Course Withdraw submitted:** • before or during weeks 1-2 = 100% return • during weeks 3-4 = 75% return • during weeks 5-8 = 50% return • **during weeks 9-10 = 40% return** • during weeks 11-16 = no return

**Example 3. Eight Week Online Classes** • 100-percent of Tuition Assistance received will be returned if the student withdraws within the first week of class, but before submission of the first assignment. The student's request will be processed as a drop for the purpose of returning TA funds only, not for Financial Aid attendance or recalculating of aid. • 75-percent of Tuition Assistance received will be returned if the student withdraws after submitting the first assignment and through the end of the second week of classes. • 50-percent of Tuition Assistance received will be returned if the student withdraws after the second week of classes, but before the end of the fourth week of classes. • **25-percent of Tuition Assistance received will be returned if the student withdraws after the fourth week of classes, but before the end of the sixth week of classes.** • No Tuition Assistance received will be returned if the student withdraws after the sixth week of classes.