

NEW POLICY

SUMMARY: Sets out the policy for handling the scholarship of a student who is called to active duty during the academic semester. The policy aligns with UNC Policy, Section 700.7.1.



**NORTH CAROLINA AGRUCULTURAL AND  
TECHNICAL STATE UNIVERSITY**

SEC. II – MILITARY-AFFILIATED 4.0

**CALL TO DUTY: SCHOLARSHIP STATUS**

UNIT POLICY--ACADEMIC AFFAIRS

It is the goal of the University to make the transition to active military duty as easy as possible for enrolled students and to proceed in a way that is most beneficial to students within applicable laws and regulations. Every student's situation is unique; therefore, each student's situation will be viewed and handled on a case-by-case basis.

A student serving on active duty in the U.S. Armed Forces or as a Reservist who has been called to active duty will be eligible for special provisions that protect his/her enrollment and financial aid scholarship eligibility for future semesters.

**A. Policy Regarding Call-up of Students to Active Duty in the Military**

Reservists/National Guard Members/Veterans called to active duty who are recipients of institutional funded (merit and non-merit-based) scholarships will generally have their scholarship eligibility deferred until they are readmitted at the next reasonably available period (typically within one academic calendar year following discharge from active duty) contingent upon meeting the scholarship criteria.

**B. If a student departs prior to mid-terms, the following policy will apply:**

- Academic/Departmental/Institutional: Scholarship funds are returned to the institutional source. Award(s) will be held for up to three years.
  - Renewable Award: A student receiving a renewable scholarship will not be penalized for inactive semester(s) and is able to continue the opportunity to meet

requirements upon readmission to the University as long as the student left in good academic standing.

- One-time Award: A student receiving a one-time award will be held to the same stipulation prior to his/her discharge
- Outside/External: Scholarship funds are returned to the organization. The decision for future use of funds will be determined by the awarding organization.

**C. If a student departs after mid-terms, the following policy will apply:**

- A student called to active duty after mid-term of the semester will be considered as using one-half, three-fourth or all of his/her scholarship award, depending upon the withdrawal or drop date from the University.

**D. Notification to Student – Reinstatement of Scholarship**

A military student receiving financial aid should meet with a staff in the Office of Student Financial Aid before leaving the campus. If a scholarship is listed on the student's award, the student should complete a *Request to Hold Scholarship Award Form*. Upon receipt of the form, the student's award will be reviewed to determine reinstatement eligibility. A letter and email will be sent to the student via U.S. Postal Service and NCAT email from the Office of Student Financial Aid notifying of the status of reinstatement of the scholarship upon the student's return. This form will be kept in the student's electronic file in the Office of Student Financial Aid and a copy will be sent to the appropriate academic department.

Date policy is effective: upon approval

Approved by the Chancellor

First approved: April \_\_, 2016

Revised:

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Harold L. Martin, Sr.  
Chancellor

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date signed for final posting

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Joe B. Whitehead, Jr.  
Provost and Vice Chancellor for Academic Affairs

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date signed for final posting