

NEW POLICY

SUMMARY: PROVIDES THE FORMULA TO DETERMINE HOW MUCH UNEARNED MILITARY TUITION ASSISTANCE EXISTS ON AN ACCOUNT, AND THUS HOW MUCH IS OWED TO THE U.S. MILITARY BRANCHES.

Presented to Cabinet for Posting: Sept 12, 2016

Posted on Sept 12, 2016

Approved by the Dean's Council on;

Final approval by the Cabinet on;



**NORTH CAROLINA AGRICULTURAL AND
TECHNICAL STATE UNIVERSITY**

SEC. II —

Military Tuition Assistance

ADMINISTRATIVE POLICY

Military Tuition Assistance (hereafter "TA") is awarded to a student under the assumption that the student will attend school for the entire period for which the assistance is awarded.

When a student withdraws, the student may no longer be eligible for the full amount of TA funds originally awarded. To comply with the policy of the Department of Defense, North Carolina Agricultural and Technical State University will return any unearned Military Tuition Assistance funds on a proportional basis through at least the sixty percent (60%) portion of the period for which the funds were provided. (See below for the formula for calculating this percentage.) If a service member stops attending due to a military service obligation, the university will work with the affected service member to identify solutions that will not result in a student debt for the returned portion.

Withdrawal Formula

Students who withdraw on or before the 60% point of the semester will have a percentage of their financial aid calculated as earned and unearned. If student is enrolled beyond the 60% point of the semester, all Military Tuition Assistance will be considered earned. The amount of earned Military Tuition Assistance is calculated on a daily basis from the first day of classes through the date of withdrawal.

Once the last date of attendance has been determined, the university will calculate the percentage of the student’s Military Tuition Assistance earned based on the following formula:

$$\frac{\text{Calendar days completed in the period of enrollment}}{\text{Total calendar days in the period of enrollment (Excluding scheduled breaks of 5 days or more)}} = \% \text{ Earned}$$

Example: If there are 117 days in the semester and the student withdraws on day 25, the earned and unearned Military Tuition Assistance would be calculated as follows:

$$\frac{\text{Calendar days completed in the period of enrollment -25 days}}{\text{Total calendar days in the period of enrollment -117 days (Excluding scheduled breaks of 5 days or more)}} = 21.4\% \text{ Earned}$$

Using the formula above, all remaining Military Tuition Assistance is unearned and must be returned to the appropriate military branch. As a result, earned Military Tuition Assistance may not cover all unpaid institutional charges due to North Carolina A&T State University at the time of a student’s withdrawal, thus creating a balance on the student account.

Approved by the Chancellor

First approved: _____ , 2016

Harold L. Martin, Sr.
Chancellor

date signed for final posting

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

date signed for final posting
