

Deployment Policy

A student who is called to active military duty should promptly notify the Office of the Registrar (written or orally) of his or her military orders, including the departure date, to begin the withdrawal process. If the student withdraws before 75 percent of the semester has elapsed, the student will receive a full refund of tuition and fees without credit or grades being posted. A grade of "W" will be recorded on the student's transcript. If the student withdraws after 75 percent of the semester has elapsed, the student will receive full credit with grades earned at the time of withdrawal. If a course relies on a final project and/or examination to determine satisfactory performance, no credit will be granted until all required work is completed. Students taking online courses may continue to be enrolled in those classes if it is possible and Internet is accessible. Students wanting to complete their courses via independent study may do so with the consent of the instructor(s). Students living in residence halls and / or with a meal contract will be refunded all remaining room and board costs. The University will comply with the HEROES Act of 2003 to ensure that service members who are receiving federal student aid are not adversely affected because of their military status.