

Return of Tuition Assistance

Military Tuition Assistance (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 Department of Defense policy, Morningside University will return any unearned TA funds on a prorate basis through at least the 60% portion of the period for which the funds were provided. TA funds are earned proportionally during an enrollment period, with unearned funds returned based upon when a student withdraws. These funds are returned to the military Service branch.

POLICY FOR RESERVES CALLED TO ACTIVE DUTY

Students who are members of any branch of the U.S. military reserves or the National Guard may be involuntarily called to active duty during a term in which they are currently enrolled. The following policy is provided in order to minimize disruptions or inconveniences for those students fulfilling their military responsibilities. Students who are unable to complete a semester due to having been called to active duty shall be provided one of the following options:

1. Withdrawal from all courses for the current term and receive 100% refund of tuition and fees. Housing and food service refunds will be calculated as a percentage of the unused portion of the total charges paid. Students receiving financial aid who choose this option should be aware that they may be liable for any required refunds to state or federal financial aid funds.
2. Take an incomplete in all courses and complete the courses upon release from active duty. The student may complete work for up to 12 months after release from active duty. Course completion may be accomplished by tutorial or by retaking the course without payment of tuition and fees. Under federal financial aid policies, a course that is retaken this way may not be counted toward a student's enrollment load. Eligible students who receive an incomplete for any course for which they are enrolled shall not be entitled to any refund of tuition or fees paid.
3. If in the instructor's judgment the student has completed sufficient course work to earn a C or better, the student may be given the earned grade. Students are not eligible for refunds for courses for which they receive credit.
4. The student is able to complete some or most courses for the term but would like to withdraw from some of the courses. The refund if there is any on withdrawn courses would be refunded at 100% tuition and fees. Room and Board would be refunded based on guidelines for all students. A student may not withdraw from some courses and take an incomplete or grade in others. If a student wants to withdraw, it must be from all courses for which he/she is currently enrolled. Likewise, a student cannot receive a grade in some classes and withdraw or take an incomplete in others. If Option 1, 2, or 3 is chosen, it is used for all courses for which the student is registered. Students who are activated and wish to sell their books for the semester may return them for full refund if there is no writing in the books. If the books have writing in them, the student will receive the price for used books or may sell them privately. The decision as to which option to pursue will depend upon each personal situation, the time remaining in the semester, and agreements that can be made with the instructors. All students requesting special consideration regarding their call to active military duty must provide to the Registrar full written verification through the submission of their orders or alert notice. The student must also complete and sign a form, available from the Registrar or the Registrar's Office web site, indicating which option he/she is selecting. If Option #2 is selected, each instructor must approve the incomplete with his/her signature. If Option #3 is selected, each instructor must submit a final grade and his/her signature on the form. The Registrar's Office will contact all appropriate offices. However, if the student lives on campus, he/she should check out of the residence hall through normal check-out procedures. Morningside University is committed to assisting students as they transition to active duty and back again. Students needing additional support services are encouraged to discuss their needs with the appropriate staff member from Student Services.

RESERVES CALLED TO ACTIVE DUTY

All students requesting special consideration regarding their call to active military duty must provide the Registrar of Morningside University full written verification through the submission of a copy of their orders or alert notice. I am unable to complete the current semester due to having been called to active duty. Therefore, I am choosing the option marked below.

OPTION 1

The student will be withdrawn from all courses for which he/she is currently registered and will receive 100% refund of tuition and fees. Housing and food service refunds will be calculated as a percentage of the unused portion of total charges paid. Students receiving financial aid who choose this option should be aware that they may be liable for any required refunds to state or federal financial aid funds.

OPTION 2

The student will take an incomplete in all courses and complete the courses upon release from active duty. The student may complete work for up to 12 months after release from active duty. Course completion may be accomplished by tutorial or by retaking the course without payment of tuition and fees. Under federal financial aid policies, a course that is retaken this way may not be counted toward a student's enrollment load. Eligible students who receive an incomplete for any course for which they are enrolled shall not be entitled to any refund of tuition or fees paid. Each instructor must approve the incomplete with his/her signature.

Section 103 of the Veterans Benefits and Transition Act of 2018

If payment for any student receiving VA educational benefits under Chapter 33 (Post 9/11) or Chapter 31 (Vocational Rehabilitation and Employment) is pending from VA, then [Morningside College] will not:

1. Prevent the student from enrolling;
2. Assess the student a late penalty fee;
3. Require the student to secure alternative or additional funding;
4. Deny the student access to any resources available to other students who have satisfied their tuition and fee bills to the institution. Examples include (but are not limited to) access to classes, libraries, or other institutional facilities. However, to qualify for this provision, [Morningside University] may require an eligible recipient of VA educational benefits to provide the following:
 - VA Certificate of Eligibility by the first day of class;
 - A written request to be certified;
 - Additional information needed to properly certify the enrollment as described in other institutional policies (see our VA School Certifying Official for all requirements). This policy supersedes any policy that [Morningside University] may have regarding payment of tuition, fees, and other charges.