

Southwestern Oregon Community College Return of Military Tuition Assistance Policy

Southwestern Oregon Community College has an institutional policy that returns any unearned Military Tuition Assistance (TA) funds on a proportional basis through the 60 percent of the period for which the funds were provided. Military TA funds are earned proportionally during an enrollment period, with unearned funds returned based upon when a student stops attending.

In instances when a Service member stops attending due to a military service obligation, Southwestern Oregon Community College will work with the affected Service member to identify solutions that will not result in a student debt for the returned portion.

Policy for Military Tuition Assistance Recipients:

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 Military TA funds that the student was originally scheduled to receive.

Withdrawals:

A student's **official** withdrawal date is determined by using the last date of attendance that is documented by the instructor.

In the event that a student fails to earn a passing grade in at least one class, s/he will be evaluated at the end of the enrollment period to determine if s/he withdrew **unofficially** (stopped attending classes) by using the last date of attendance that is reported by the instructors when grades are submitted.

Southwestern does not allow students to take a Leave of Absence during an enrollment period.

Southwestern recalculates Military TA eligibility for students who fail to attend or drop out (officially or unofficially), or are dismissed prior to completing greater than 60% of the enrollment period. The enrollment period is computed from the first day of classes to the last day of classes for the term.

Recalculation is based on the percent of aid earned using the following formula:

$$\frac{\text{Number of days completed}}{\text{Total days in the Enrollment Period}} = \text{percent earned}$$

The date used in the calculation is defined as the last date of attendance. The College must return any unearned Military TA that was applied to institutional charges. The student then owes the College the amount returned to the proper branch of the military. The student may also be required to return/repay some portion of the Military TA received as a refund by the student. For example, if a student was enrolled for 30% of the quarter, then the student is entitled to only 30% of the Military TA received; thus 70% of the aid must be returned.

Southwestern Business Office 541.888.7440

Southwestern Oregon Community College does not discriminate on the basis of race, color, gender, sexual orientation, marital status, religion, national origin, age, disability status, gender identity, or protected veterans in employment, education, or activities as set forth in compliance with federal and state statutes and regulations.

Example of Unearned Tuition Assistance Schedule:

Southwestern offers a full tuition and fee refund up to the 10th day of the term.

Table 1 Example of Unearned Tuition Assistance Schedule

Day	Earned	Unearned
Day 1	100%	0%
Day 2	100%	0%
Day 3	100%	0%
Day 4	100%	0%
Day 5	100%	0%
Day 6	100%	0%
Day 7	100%	0%
Day 8	100%	0%
Day 9	100%	0%
Day 10	100%	0%
Day 11	15%	85%
Day 12	17%	83%
Day 13	18%	82%
Day 14	19%	81%
Day 15	21%	79%
Day 16	22%	78%
Day 17	23%	77%
Day 18	25%	75%
Day 19	26%	74%
Day 20	27%	73%
Day 21	29%	71%
Day 22	30%	70%
Day 23	31%	69%
Day 24	33%	67%
Day 25	34%	66%
Day 26	36%	64%
Day 27	37%	63%
Day 28	38%	62%
Day 29	40%	60%
Day 30	41%	59%
Day 31	42%	58%
Day 32	44%	56%
Day 33	45%	55%
Day 34	46%	54%
Day 35	48%	52%
Day 36	49%	51%
Day 37	50%	50%
Day 38	52%	48%
Day 39	53%	47%
Day 40	54%	46%

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Day 41	56%	44%
Day 42	57%	43%
Day 43	59%	41%
Day 44	60%	40%
Days 45 thru 74	No refund	

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