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Policy Name: Military Service Deployment: Tuition Reduction/Refund

Policy Number: A-14

Functional Area(s) Responsible: Enrollment Management

Owner(s) of Policy: Administration & Finance; Enrollment Management

Most Recent BOT Approval Date: May 2010

Most Recent Review Date: Spring 2023

Most Recent Review/Revision Type: none minor/non-substantive substantive/extensive

Policy Statement:

Finger Lakes Community College will review tuition reduction/refund requests from deployed military (active and reserve duty) in accordance with SUNY policy and New York State and federal law, with the goal of minimizing harm to deployed students.

Reason(s) for Policy:

This policy sets forth procedures for tuition reduction/refunds for deployed students in completing both their military obligations and academic goals in compliance with SUNY policy and New York State and federal law.

Applicability of Policy:

All College employees in Academic and Student Affairs, Administration and Finance, and Enrollment Management should be familiar with this policy.

Definitions:

Military Service - duty in the Army, Navy, Marine Corps, Air Force, Coast Guard, a state militia, National Guard, or in an Army, Navy or Air Force Reserve unit.

Active Duty - full-time duty in the active military service of the United States; includes full-time training duty, annual training duty, and attendance, while in the active military service, at a school designated as a service school by law or by the Secretary of the military department concerned.

Related Documents:

- 10 U.S.C. Section 101 (General Military Law)
- NYS Education Law Article 8
- NYS Education Law Section 6304(1)(a)(i) (Financing of Community Colleges)
- NY Education Department Regulations, 8 NYCRR Part 602 (College Finance & Business Operations)
- NYS Military Law Article I
- State University of New York Community College Full Opportunity Plan
- FLCC Course Catalog

Procedures:

Tuition Benefits

Current service members and veterans may request additional information pertaining to veterans' benefits, including Vocational Rehabilitation funds, Persian Gulf awards, New York State veterans' grants, and G.I.

Bill funds, at the Financial Aid Office. Children, spouses and survivors of veterans may also be entitled to benefits under certain conditions and may seek further information by contacting the Veterans Administration. The award of the aforementioned benefits shall be subject to the terms and conditions of the applicable program.

The College also offers a Veterans' Tuition Deferral Plan to assist first-time enrolled veterans who have submitted proof of eligibility for benefits. The Veterans' Tuition Deferral Plan provides the veteran with a five-week maximum deferral of payments.

Refund for Deployment

The College will give special consideration, upon petition, to deployed students who request a reduction/refund of tuition and fees. The refund policy applies only to those courses currently in progress.

Enlistment While Enrolled

Enlistment in a branch of the armed services during a semester in progress does not entitle students to the benefit of this policy unless the student receives an order of active duty.

Documentation

As part of the petition the College will require written documentation including the student's deployment orders and status as a member of the armed forces (active/reserve duty).

Forms/Online Processes:

- Veterans' Vocational Rehabilitation Tuition Deferral
- Veterans' Deferral Chapter 33
- Veterans' Promissory Notes
- Refund Petition

Appendix:

None