



Policy Title

Return of Unearned Military Tuition Assistance (TA) Fund

POLICY STATEMENT

Military Tuition Assistance (TA) is awarded to a student under the assumption that the student will attend school for the entire term 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.

In accordance with the regulations issued by the Department of Defense, Nevada State College will return any unearned TA funds on a proportional basis through the 60 percent portion of the term for which the funds were provided. TA funds are earned proportionally during an enrollment term, with unearned funds returned based upon the when the student stop attending.

If a service member stops attending due to a military service obligation, Nevada State College will work with the affected service member to identify solutions that will not result in a student debt for the returned portion.

REASON FOR POLICY

To comply with the regulations issued by the Department of Defense regarding return of unearned Tuition Assistance funds.

PROCEDURES

Calculation

Last Date of Attendance:

1. When a student “officially” withdraws from a course, the date of withdrawal will be used as the last date of attendance (LDA).
2. If a student “unofficially” withdraws, NSC will determine the last date of attendance (LDA) as:
 - a. The last date of academically related activity, or
 - b. The midterm date if no documentation of participation is available or if Canvas indicates earned points while PeopleSoft indicates “Never Attended”.

Once the last date of attendance (LDA) has been determined, NSC will recalculate the student’s TA eligibility based on the following formula:

$$\text{Number of days completed} / \text{Total days of the course (start to end date)} = \text{percent earned}$$

Determining eligibility for TA is class specific. The start and end date will be used for each class to determine eligibility.

The student is responsible for repayment of any unearned TA funds.

CONTACTS

SUBJECT	CONTACT	PHONE	EMAIL
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DEFINITIONS

Official Withdrawal – student withdraws from a course(s) within the established withdrawal dates on the academic calendar

Unofficial withdrawal – student never attended or stopped attending a course(s) without officially withdrawing or notifying the college of the withdrawal

HISTORY

First Policy Draft (May 19, 2017)

Primary Contact Update (July 19, 2018)

Returning Unearned TA Schedule

16-Week Course:

Day 1-7: 100% return

Day 8 – 67 (actual days may vary):

of days completed/total days of the course = % earned

100% - % earned = % return **(60% of course completed)**

Day 68 (actual days may vary): 0% return

15-Week Course:

Day 1- 7: 100 % return

Day 8 – 63 (actual days may vary):

of days completed/total days of the course = % earned

100% - % earned = % return **(60% of course completed)**

Day 64 (actual days may vary): 0% return

14-Week Course:

Day 1- 7: 100 % return

Day 8 – 59 (actual days may vary):

of days completed/total days of the course = % earned

100% - % earned = % return **(60% of course completed)**

Day 60 (actual days may vary): 0% return

12-Week Course:

Day 1 – 7: 100% return

Day 8 – 50 (actual days may vary):

of days completed/total days of the course = % earned

100% - % earned = % return **(60% of course completed)**

Day 51 (actual days may vary): 0% return

8-Week Course:

Day 1 – 4: 100% return

Day 5 – 33 (actual days may vary):

of days completed/total days of the course = % earned

100% - % earned = % return (60% of course completed)

Day 34 (actual days may vary): 0% return

7-Week Course:

Day 1 – 4: 100% return

Day 5 – 29 (actual days may vary):

of days completed/total days of the course = % earned

100% - % earned = % return (60% of course completed)

Day 30: 0% return

6-Week Course:

Day 1 – 4: 100% return

Day 5 – 25 (actual days may vary):

of days completed/total days of the course = % earned

100% - % earned = % return (60% of course completed)

Day 26: 0% return

4-Week Course:

Day 1: 100% return

Day 2 – 17 (actual days may vary):

of days completed/total days of the course = % earned

100% - % earned = % return (60% of course completed)

Day 18: 0% return