

# MILITARY RETURN OF FUNDS TUITION ASSISTANCE

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## Policy Scope

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The following policy applies to eligible members of active-duty branches of service.

## Policy Statement

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The purpose of this policy is to comply with policies set forth by the Department of Defense (DOD) related to the return of any unearned Military Tuition Assistance (TA) funds.

TA is a paid education benefit available to eligible members of active-duty branches of service. Congress has given such ability to pay a portion of tuition of its members, if applicable. Each service has its own criteria of eligibility, obligated service, application process and restrictions. Money from the branch of service is paid directly to the school for the eligible service member.

## Return of Unearned Military Tuition Assistance

TA is a tuition assistance paid by military branches. If TA funds are approved, the student must notify Student Accounts to have the funds posted to their student account. If a student withdraws from one or more courses, the student may not be eligible for the full, originally approved amount. To comply with the DOD policy, UNMC will return any unearned TA funds on a prorated basis based on the Board of Regents tuition refund policy.

## Students' Service Obligations

If a student has a service obligation, such as deployment, UNMC will work with students on a case-by-case basis, so that the student does not incur a debt to the school. UNMC will return any portion of unused funds in compliance with the DOD policy.

## UNMC's Obligations

The UNMC program in which the student is/was enrolled will determine the date of withdraw and submit a change of status form based on the circumstances of the effected student. UNMC Student Accounts will determine the number of days in the term, to determine the percentage TA that was earned/unearned. Any unearned funds will be returned to DOD, on a prorated basis, per the Board of Regents tuition refund policy.

**Effective Date:** February 24, 2022

**Revised Date:** 6/20/2023

**Policy Process Applied:** Standard

**Policy Review Cycle:** Three-Year

**Responsible University Administrator(s):** Dr. Philip Covington, Associate Vice Chancellor for Student Success

**Responsible University Office(s):** Financial Aid Office, Student Accounts Office

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