Occasions occur when a student is enrolled in a course(s) and is called up for active military duty (i.e. Persian Gulf War, September 11) or for a national emergency during that term and is unable to complete the course. When this event occurs, the following steps will be taken:

- Student must provide proof of activation or proof of a work request by the federal government in response to a national emergency to the Billing Specialist.

- The Billing Specialist will provide the student with a 100% credit of his/her tuition and fees for the semester in which they are activated.

- The college will work with the student to provide flexible re-enrollment options from return from active duty to ensure s/he is able to continue their technical college education.

- The billing staff will process a refund of any overpayments that may result after the remission of fees has been processed.

See Executive Limitation 3.14 Tuition and Fees
See Administrative Policy – Finance FIN- 500 Billing and Collections
See Administrative Policy – Finance FIN- 510 Program Fees and Tuition
See Administrative Policy – Finance FIN- 511 Seminar and Workshop Fees
See Administrative Policy – Finance FIN- 512 Remission of Fees
See Administrative Procedure – Finance FIN- 512- 01 Remission of Out-of-State Tuition for Needy and Worthy Students
See Administrative Procedure – Finance FIN- 512- 02 Remission of Out-of-State Tuition for Exchange Agreements with Foreign Educational Institutions