

## University of St. Thomas Policies

### WITHDRAWAL OF STUDENTS ORDERED TO MILITARY ACTIVE DUTY Policy Number V.01.05

#### SCOPE

UST students who are a member of the Armed Forces of the United States

#### PURPOSE

To establish policies for the students called to Active Duty service while enrolled at the University of St. Thomas in accordance with Principles of Excellence Executive Order 13607.

#### POLICY

1. It is the policy and practice of the University of St. Thomas to comply with the Principles of Excellence Executive Order 13607.
2. The University of St. Thomas is committed to ensuring military connected students have fair and equal access to higher education.
3. In the event that a UST student is called to active duty, the student will be provided with the following options for each course:
  - a. Full refund of tuition and fees paid for by the student, or its branch of service, in which the students withdraws; or
  - b. With instructor approval, incomplete grade(s) for the semester in which the student withdraws; or
  - c. With instructor approval, assignment of an appropriate final grade(s) or credit(s).
4. To receive such options, UST students must provide a copy of military orders.
5. The University of St. Thomas recognizes that students may be subject to call-up for active duty. In the event a student is called to active duty service, upon return from Active Duty the University of St. Thomas will readmit the service member into the same academic status he or she had when they last attended UST within six months of their discharge date. Student must provide a copy of military orders and DD214 to be eligible for this option.

<b>APPROVED: Board of Directors</b>	<b>Date of Original Formation:</b>	<b>09/14/2021</b>
	<b>Revision Number:</b>	<b>00/00/0000</b>
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Policy Area:	Veteran Affairs
Policy Committee or Task Force:	NA
Automatic Review Period:	Every 3 Years, September
Next Review Period:	September 2026
Title of Reviewer:	President