

THE UNIVERSITY OF ALABAMA IN HUNTSVILLE

ACTIVE DUTY AND DEPLOYMENT

Number 03.01.05

Division Student Affairs

Date April 10, 2017

Purpose To establish a policy for withdrawal due to deployment or relocation for active-duty, reserve or military dependents.

Policy This policy applies to all students who are members of the military or dependents of active-duty or reserve military impacted by deployment or required relocation.

Upon receipt of activation orders, students may request a withdrawal due to extenuating circumstances. Based on the circumstances, a student may receive a grade of "W" in each course, or a student may be dropped and all courses removed from the transcript. Withdrawal due to a voluntary or involuntary call to active military service with approved documentation, but not including voluntary training or an involuntary call to active service for training for which a postponement request was approved, will result in a refund of tuition.

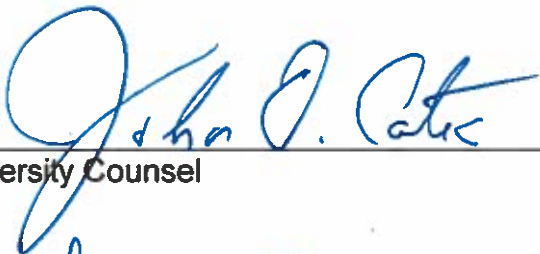
Faculty should contact their respective Dean or the Provost when the Faculty member becomes aware of a student's military deployment. The President will direct an appropriate official to maintain records of students currently in the military.

Military dependents whose families must move due to the deployment or relocation will receive the same consideration.

All documentation should be submitted to the Dean of Students through the Extenuating Circumstances Request.

Review The Vice President for Student Affairs is responsible for the review of this policy every five years, or whenever circumstances require.

Approval



Chief University Counsel

4/11/2017
Date



Provost and Executive Vice President for Academic Affairs

4/12/2017
Date



Vice President for Student Affairs

4-12-2017
Date

APPROVED:



President

4/17/17
Date