



August 19, 2005

To: Financial Aid Directors
Eligible Public and Independent Colleges and Universities

From: Dr. Karen Woodfaulk, Director of Student Services

Subject: Credit Hours Earned While on Active Duty

EFFECTIVE DATE: Immediately

EXPIRATION DATE: Indefinitely

In Summer 2003, the Commission on Higher Education issued a directive allowing credit hours earned while military personnel are mobilized to be treated the same as AP, CLEP, and dual credit courses for determining LIFE Scholarship eligibility. The Commission on Higher Education noticed during the appeal process that military personnel were not able to maintain the required number of credit hours while mobilized. The directive allowed institutions to determine Scholarship eligibility for military personnel without requiring them to go through the appeals process. The regulation also gives guidance regarding military personnel in 62-900.41. Listed below is Section 62-900.41.

62-900.41 Military Mobilization

A. Service members who are enrolled in college and are affected by military mobilizations will not be penalized for the term they are required to withdraw after the full refund period based on the institutional policies and procedures. Institutions are strongly encouraged to provide a full refund of required tuition, fees and other institutional charges or to provide a credit in a comparable amount against future charges for students who are forced to withdraw as a result of military mobilization. Additionally, the term(s) that the service member is mobilized will not count against the maximum terms of eligibility. The service member shall be allowed to receive the unused terms while mobilized during the succeeding summer or at the end of the maximum terms of eligibility based on initial college enrollment (provided the service member meets continued eligibility requirements). The service member must re-enroll in an eligible institution within twelve months upon their demobilization and provide official documentation to verify military deployment to the institutional Financial Aid Office upon re-enrollment. Reinstatement will be based upon the service member's eligibility at the time he/she was mobilized. If the student re-enrolls after the twelve month period, the service member must submit an Appeal Application to the Commission on Higher Education by the established deadline in order to be considered for reinstatement.

B. Service members who are enrolled in college and are mobilized for an entire academic year may renew the scholarship for the next academic year, if they met the eligibility requirements at the end of the prior academic year. Service members who did not use the LIFE Scholarship funds/terms of eligibility during this period due to

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military mobilization shall be allowed to receive the LIFE Scholarship funds during the succeeding summer or at the end of the maximum terms of eligibility based on initial college enrollment (provided the service member meets continued eligibility requirements).

C. Service members who are enrolled in college and are mobilized for one academic term must complete fifteen credit hours and earn a 3.0 "LIFE GPA" by the end of the academic year to be eligible for scholarship renewal for the next academic year. Service members who did not use LIFE Scholarship funds/terms of eligibility during this period shall be allowed to receive the scholarship during the succeeding summer or at the end of the maximum terms of eligibility based on initial college enrollment (provided the service member meets the continued eligibility requirements).

D. In order to receive the LIFE Scholarship for summer school for the unused term(s), the service member must enroll in twelve credit hours during the succeeding summer term at the home institution. For service members who enroll in summer school and one other term of the academic year, the service member must earn a total of twenty-seven credit hours (or its equivalent) for the academic year. In order to maintain eligibility for the next academic year for service members who only attend summer school, the member must earn twelve credit hours during the academic year. The service member must meet all eligibility requirements as specified in the "Continued Eligibility" Section, except for the completion of the thirty credit hour requirement for the academic year.

E. The home institution will be responsible for receiving verification of military mobilization status, "LIFE GPA," credit hours earned and terms of eligibility based on the service member's initial college enrollment and eligibility for Scholarship renewal for the next academic year.

F. Service members of the United States Armed Forces will not be penalized for any credit hours earned while on military mobilization. The credit hours earned will not count against the terms of eligibility, but will be used toward the annual credit hour requirement for the LIFE Scholarship.

Questions

If you have any questions, concerns or need clarification regarding this directive, please do not hesitate to contact me at (803) 737-2244 or Ms. Sandra Rhyne, LIFE Scholarship Coordinator, at (803) 737-2280.