

Military Tuition Assistance (TA) Refund Policy - IntelliTec Colleges

IntelliTec returns unearned military tuition assistance funds on a proportional basis through at least the 60% portion of the term for which they were provided regardless of the reason for withdrawal (service-related or otherwise). Any unearned TA funds will be returned directly to the government, not to the service member.

IntelliTec will work with a service member who stops attending due to a military service obligation in identifying solutions that will not result in a student debt for the returned portion. Military tuition assistance is awarded based on a student completing the entire term for which TA was awarded. When a student withdraws, they may no longer be eligible for the full amount.

Policy

Tuition Assistance (TA) eligibility will be recalculated for students who withdraw from the term prior to completing 60% of the term.

The official last date of attendance, as determined by the institution's attendance records, is used to determine the number of days completed.

Recalculation of eligibility is based on the percentage of TA benefits earned using the following formula:

$$\frac{\text{\# of days completed}}{\text{\# of days in term}} = \text{percent earned}$$

The Department of Defense (DoD) requires that the institution return any unearned TA applied to institutional charges. The student will then owe the institution the amount that was returned.

Example: If a student enrolled for a term that was 39 calendar days in length, attended for 17 calendar days, the percent earned would be 44% ($17/39=.44$). 56% of tuition assistance paid to the institution must be returned. The student will then owe the institution the amount equal to the 56% TA returned.

Example: If the student in this example withdraws after 24 days ($24/39=.62$), all TA would be earned and no funds would be returned to DoD.