UNIVERSIDAD POLITECNICA DE PUERTO RICO
REGISTRAR'S OFFICE

POLICY REGARDING ACTIVE MILITARY SERVICE PROTECTIONS THAT APPL TO ACTIVE DUTY STUDENTS

LAW NO. 109 OF APRIL 11, 2003:

The Legislative Assembly of Puerto Rico approved Act No. 109 of April 11, 2003, which regulates the relationship between higher education institutions and students working part-time in the Reserves of the Armed Forces of the United States and the National Guard in the Commonwealth of Puerto Rico.

INSTITUTIONAL POLICY:

1. The student must present original evidence of the activation orders to the Veterans Coordinator at the Registrar's Office at least 15 (fifteen) days prior to the activation date.

2. A total withdrawal, classified as ***"WM"*** for the quarter in which the activation applies, will be granted upon the student presenting official evidence to that effect.

3. Reimbursement will be made in accordance with the federal provisions of Title IV. The outstanding balance due for the quarter in question will be cancelled.

4. Students who pay their tuition in full with their own money will receive a 100% refund. The refund does not include special fees.

5. If as a result of the total cancellation the balance is a credit, it will be returned according to who made the payment. *Example: If the payment was made by the student, it will be returned to the student; if the credit was for institutional scholarships, it will be returned to the corresponding fund.*

6. The Veterans Coordinator reports the discharge by reason of military activation to the Veterans Administration through VA ONCE.

7. ***WM"*** withdrawals appearing on the academic record as a result of military activation will not affect the quantitative portion of the Satisfactory Academic Progress Standard.

8. Students who return to the Institution after completing their military service will be authorized for Readmission and will not be charged any fee for such process.

Revised: 10/1/2013
Approved: 5/2007