

## **Students Called to Military or Other National Defense Service**

1. **Application:** This policy applies to students who are called to active military or other national defense service. It applies only to students whose induction, enlistment, or deployment is for extended active duty, as verified by a copy of the student's orders; it does not apply to short-term National Guard or Reserve duty, or to annual active-duty requirements.
  
2. **Option to Withdraw or Seek a Leave of Absence:** A student called to service may withdraw or petition for a leave of absence in accordance with the College of Law's policy on Leaves of Absence and Withdrawals from School.
  
3. **Tuition Refund:** A student who must leave school before he or she has attended at least seventy percent of the classes in the semester will receive a full refund of tuition and fees for the semester, regardless of the date on which the student leaves school. A student in this situation will not receive course or residency credit for the semester. A student who has attended at least seventy percent of his or her classes in the semester may opt for a full tuition refund, or may petition to receive course credit.
  
4. **Petition to Receive Course Credit:** If the student called to service has attended at least seventy percent of the classes in a particular law course, the student may petition the Academic Standards Committee to grant him or her course credit.
  - a. **Petition Contents:** To pursue this option, the student should prepare a written memorandum to the Committee and submit the petition to the Associate Dean. The memorandum should contain at least the following information:
    - i. A brief statement that the student has been called to military or other national defense service.
  
    - ii. A list of classes for which the student is seeking credit.
  
    - iii. A statement regarding how many class sessions the student has attended in each course, stated in terms of days and a percentage of overall class sessions in the course.
  
    - iv. A list of assignments, if any, completed in the course, along with any grades the student has received to date.
  
    - v. A request for relief. Examples of requests for relief are to receive an "S" in a course, to receive a specific grade based on work performed to date, the option to take an incomplete in a course,

and any other relief the student would like the Committee to consider.

- b. Presumption against Credit:** If a student is in the first 30 credit hours of the J.D. program, there will be a presumption against granting course credit in classes in which the sole or primary grade is based on a final examination.
  - c. Committee Procedure:** Upon receiving a petition seeking course credit, the Academic Standards Committee will review the petition and will seek input and recommendations from the student's professors. The Committee has the authority to award "S/U" credit in a graded or nongraded course, a specific grade based on work already completed in the course, an "incomplete" grade, or any other relief deemed equitable. The Committee also has the authority to deny the petition.
  - d. If the Petition Is Granted:** If the petition is granted, tuition and fee refunds and residency credit — if any — will be based on the amount of credit awarded for the semester. For example, if a full-time student is awarded course credit for 10 or more credit hours, the student will not receive a tuition or fee refund, but will receive full residency credit for the semester. If the Committee awards less than 10 hours of credit for a full-time student, the student will receive a pro-rata tuition and fee refund and will be granted pro-rata residency credit. For part-time students, tuition will not be refunded if at least 6 credits are awarded for the semester; partial tuition and fees will be refunded if fewer than 6 credit hours are approved.
  - e. If the Petition Is Denied:** If the petition is denied in full, the student will receive a full tuition and fee refund for the semester, regardless of the date on which the student leaves school.
- 5. Graduating Students:** If a student is called to service within four weeks of his or her graduation date, the student may petition the full faculty to be allowed to graduate on time. The petition should be submitted to the Associate Dean, who will then present the petition to voting members of the faculty, as defined in the Faculty Bylaws. If the petition is circulated by paper ballot, the petition will be granted if at least one-half of the eligible voting members vote in favor of the petition. If the petition is presented at a faculty meeting, the petition will be granted if one-half of the eligible voting members present vote in favor of the petition.

Enacted by the faculty on March 5, 2003; revised April 30, 2003.