Graduate Policies and Procedures

Military Service Activation Interruption of Education

From time to time, students who are reservists or members of the National Guard may be called to active duty in the U.S. military after a semester has begun. These students have several options for the treatment of their enrollment and tuition.

Option to Remain Enrolled and Complete Coursework Following Brief Military Service

Under certain circumstances, a student who is required to participate in active military service is excused from scheduled classes or other required activities and will be allowed to complete an assignment or exam within a reasonable time after the absence. The excused absence is permitted only if the student will miss no more than 25% of the total number of class meetings or the contact hour equivalent (not including the final examination period) for the specific course or courses in which the student is enrolled at the beginning of the period of active military service.

Option to Withdraw, Receive Incomplete Grade, or Receive Final Grade

A reservist or member of the National Guard called to active duty in the U.S. military who receives activation orders after the start of a semester has four other options for the treatment of tuition and fees paid to The University of Texas at Dallas and transcript notation. In accordance with Texas statutes and Coordinating Board rules, the student may request any one of the following:

1. The Office of the Registrar will process the withdrawal of the student from all classes and record "Withdrawn-Called to Military Duty" (WM) on the student's transcript and the Bursar Office shall refund the tuition and fees paid by the student for the semester in which the student withdraws; or
2. The Office of the Registrar may grant a student who is eligible under UT Dallas guidelines an incomplete grade (see "Incomplete Grades" section of the catalog for eligibility) in all courses by designating "Incomplete-Called to Military Duty" (XM) on the student's transcript. Please note: XM grades must be resolved within one year from the "release from active duty" date on military orders; or
3. The student may petition the instructor to assign an appropriate final grade or credit for the course after satisfactorily completing a substantial amount of coursework and having demonstrated sufficient mastery of the course material; or
4. If the student withdraws before the Census Day of the semester in which the student is called to active military duty and the student requests Military Leave, courses will be dropped. Courses

dropped on or before Census Day will not appear on the student's transcript.

NOTE: There are no provisions for refunds for active duty service members who are deployed as a result of military orders or for individuals who choose to enter the service. The provisions listed above apply only to reservists or members of the National Guard called to active duty.

Readmission Following Military Service

The University of Texas at Dallas will grant readmission to any veteran who was previously offered admission in a graduate program at the University, but could not enroll or had to withdraw due to deployment as a member of the United States Armed Forces or the Texas National Guard (not including routine Texas National Guard training). The graduate program must grant credit for previous coursework and accept standardized test scores regardless of the time since the veteran was initially offered admission.

If the student was enrolled in classes at the University when called to active duty in the United States Armed Forces or the Texas National Guard (not including routine Texas National Guard training), the student shall be readmitted without reapplication or payment of additional application fees within one year of the "release from active duty" date on the student´s military orders. An eligible student will retain prior academic standing, course credits awarded and financial eligibility if the student meets current eligibility requirements other than continuous enrollment or other timing requirements.

Updated: 2019-08-09 13:11:53 v3.26d40d