

ADMINISTRATIVE REGULATION 5013

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

STUDENT SERVICES

MILITARY AFFILIATED STUDENTS

I. MILITARY SERVICES CREDIT

Veterans and Active Duty Service members may be awarded six semester units of general elective credit toward an associate degree for completion of basic recruit training. Veterans and Active Duty Service members should apply for those credits by submitting their DD-214 (or other military transcript) to the Office of Admissions and Records.

II. CREDIT FOR MILITARY SCHOOL COURSEWORK

Veterans may receive credit for work completed successfully in military service schools, beyond basic training, not to exceed 30 semester units. Military service credit will be evaluated only upon completion of 12 units in residence at Saddleback College or Irvine Valley College and application for an evaluation of an associate's degree. Military evaluation forms may be obtained from the Office of Admissions and Records, the Veterans Services Center (Irvine Valley College), or through Veterans Education and Transition Services (Saddleback College). For information regarding credit for prior learning, please refer to Administrative Regulation 4235 – *Credit for Prior Learning*.

III. RESIDENCE DETERMINATION FOR MILITARY PERSONNEL AND DEPENDENTS

Certain non-resident military affiliated students may qualify for a non-resident tuition exemption and be classified as residents. Students who believe they are eligible for an exemption based on any one of the following criterion should consult the Office of Admissions and Records when they apply.

- A. Any military member or dependent of a member of the armed forces of the United States stationed in California on active duty, except a member of the armed forces assigned for educational purposes to a state supported institution of higher education. Military member or dependent of a member must provide active duty documentation to be reviewed for residency determination date.
- B. Any student who is a spouse or natural child, adopted child, or stepchild who is a dependent of a member of the armed forces of the United States stationed in this state on active duty.
- C. Students who are eligible as covered individuals as defined in the Veterans Access, Choice and Accountability Act of 2014 (VACA Act) who are taking advantage of their Chapter 30 or 33 benefits or who use educational assistance under Chapter 31.
- D. Parents who are federal civil service employees and have moved to California as a result of a military realignment action that involves the relocation of at least 100 employees. This

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exemption also applies to the natural children, adopted children, or stepchildren of such employees.

- E. An individual who is the child or spouse of a person who, on or after September 11, 2001, died in the line of duty while serving on active duty as a member of the Armed Forces who resides in California.
- F. An individual who is entitled to transferred Post-9/11 GI Bill program benefits by virtue of their relationship to a member of the uniformed services who is serving on active duty.

IV. MILITARY WITHDRAWAL ENROLLMENT STATUS

- A. Students who are compelled to withdraw from courses due to military orders do not lose their status as continuing students.
- B. Such students are not to be required to comply with new or revised academic regulations or standards unless other students who continue their enrollment are also required to comply with such regulations or standards.

V. CHANGE OF GRADE TO MILITARY WITHDRAWAL (MW)

- A. Students wishing to change grading symbols to “MW” must submit a petition on the form designated by the Office of Admissions and Records at each college.
- B. Upon verification of military orders that clearly show the student was compelled to withdraw from courses due to active military service, the Office of Admissions and Records will change any evaluative grade received to “MW”.
- C. The student is to be notified in writing of the changes made to their academic record within thirty days from the date the petition was filed.

VI. FEE REFUND FOR MILITARY WITHDRAWAL

- A. Students compelled to withdraw due to military orders may petition for a full refund of any enrollment fees, non-resident tuition, health fee, ASB fee, material fee, and/or parking fee by following the process outlined in Administrative Regulation 5030 – *Student Fees*.
- B. Upon verification of military orders that clearly show the student was compelled to withdraw from courses due to active military service, the District will process the refund within five working days.
- C. Refunds are made directly to the student except for fees paid by a third party. The latter are returned or credited to the third party.

References:

Education Code Sections 68074, 68075, 68075.5, 68075.7, and 68084
California Code of Regulations, Title 5 Sections 54041, 54042, 54050, 55023, 55024, and 58620
Military & Veterans Code Section 824
38 U.S. Code Section 3679

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