

Richard Bland College
Veterans Affairs Office
Policy for Tuition Relief, Refund, and Reinstatement

Pursuant to Virginia Code §23-9.6:2, the following applies to students at Richard Bland College, who are in the United States Armed Services (including National Guard or Reserves) and who receive documented service orders to active duty that will cause immediate withdrawal or prolonged absence from the College.

Contingent upon good academic standing, prevailing Financial Aid policies, and admissions policies set forth by the Board of Visitors, the student will be entitled to the following:

- A. Tuition and Required Fees:** Full refund of tuition and fees paid.
- B. Room and Board:** Room and board refund pro-rated by the week.
- C. Deposits:** No deposits are required as of this date.
- D. Academic Credit:** Complete withdrawal from the College with no academic penalty.
- E. Reinstatement:**
 - 1. General Provision: Students who must withdraw to fulfill a military service obligation, will be entitled to reinstatement without having to re-qualify for admission under the following provisions:
 - a. The student returns to the same institution after a cumulative absence of not more than five years;
 - b. The student provides notice of intent to return to the institution not later than three years after the completion of the period of service; and
 - c. The student is in good academic standing at the time of withdrawal.
 - 2. Reinstatement into Specific Program of Study: The only programs of study at Richard Bland College are the Associates of Science and the Associates of Arts. Students who have withdrawn to satisfy a military obligation will meet with an advisor to determine the impact of catalogue year on general education courses required for either degree.
 - 3. Deferral of Enrollment: Students who were admitted to the College but who were unable to begin their course of study due to military service will be readmitted under the prevailing catalogue year.
- F. Documentation:** Documented service orders consist of any United States Armed Service, National Guard, or Reserve's official orders illustrating the student's call to active duty. The orders should reasonably illustrate the student's need for immediate withdrawal or prolonged absence and can be presented to the Veteran's Affairs Office.
- G. Textbooks:** Richard Bland College contracts all bookstore services with an outside agency; therefore a refund on textbooks purchased at the on-campus bookstore will be issued on a case-by-case basis according to prevailing contractor refund policies.