TUITION REFUNDS OR CREDITS FOR MEMBERS OF THE ARMED FORCES

Computer Systems Institute shall provide:

- A full refund* to students who are affected individuals for that portion of a module such student was attending but unable to complete because he or she was called up for active duty or active service;
- If an affected individual withdraws from a program of study as a result of such active duty or active service, Computer Systems Institute will make every effort to minimize deferral of enrollment or reapplication requirements and will provide the greatest flexibility possible with administrative deadlines related to those applications.
- If a balance exists on the affected individual after all federal and state calculations, Computer Systems Institute will make a tuition adjustment to ensure that there is no financial obligation to the school.
- If the affected individual is a Title IV recipient and goes on a leave of absence due to active duty or active service and the leave of absence extends beyond 180 days, federal and state calculations will be completed the day after the 180 day and the calculation will be treated as a withdrawal to ensure that Federal funds are sent back in accordance with Department of Education regulations.
- Department of Veteran Affairs will be notified of any status changes (including withdrawals from courses, programs and leave of absences) and benefits may be affected due to status changes. Please contact the Department of Veteran Affairs for benefits information.

*Definition of a full refund
For purposes of this section, a full refund includes a refund of required tuition and fees, or a tuition adjustment credit to the student’s ledger card or a comparable amount against future tuition and fees.