

Policy Title: Inactive Status in the MSN Program, Military Service

A student remaining out of the program for more than one semester must notify the Registrar's Office in writing when she/he wishes her/his file reactivated. A student on inactive status for two or more semesters will be considered for readmission on an case-by-case basis.

Any student requesting inactive status must complete an "Inactive Form" from the Student Affairs Office. The student must secure clearance from the various offices noted on that form and must return the form to the Student Affairs Office. This constitutes official inactivation.

Military Service: Any student withdrawing from the School to perform active military services as a member of the US armed forces or Texas National Guard will be readmitted without requiring reapplication if the student is otherwise eligible to register for classes. (This provision does not apply to a student who withdraws from the School solely to perform one or more training exercises as a member of the National Guard.) On readmission of the student, the School shall (1) provide to the student any financial assistance previously provided by the School to the student before the student's withdrawal if the student meets current eligibility requirements for the assistance, other than any requirement directly affected by the student's service, such as continuous enrollment or another similar timing requirement; and (2) allow the student the same academic status that the student had before the student's withdrawal, including any course credit awarded to the student by the institution. The School may require reasonable proof from a student of the fact and duration of the student's active military service.

Similarly, if a student enrolled in the School fails to attend classes or engage in other required activities because the student is called to active military service that is of a reasonably brief duration, and the student chooses not to withdraw from the School, the School shall excuse a student from attending classes or engaging in other required military service to which the student is called, including travel associated with the service. A student whose absence is excused under this provision may not be penalized for that absence and shall be allowed to complete an assignment or take an examination from which the student is excused within a reasonable time after the absence. An instructor may appropriately respond if the student fails to satisfactorily complete the assignment or examination within a reasonable time after the absence.