

Unearned Military Tuition Assistance Policy

Students who are interested in using Tuition Assistance (TA) benefits must contact the Educational Services Officer (ESO) within their military branch for help with signing up with this benefit. Student must receive approval from their ESO, or another qualified representative from their branch of service, before they can use this benefit.

Military Tuition Assistance (TA) is awarded to a student under the assumption that the student will attend school for the entire term for which the assistance is awarded. When a student withdraws (officially or unofficially), the student may no longer be eligible for the full amount of the TA funds originally awarded.

To comply with the U.S. Department of Defense (DOD) policy, Montana Tech will return any unearned tuition assistance (TA) funds on a proportional basis to the government through the 60 percent period for the semester that the funds were paid based on the date the student withdraws from the course (officially or unofficially). The student must notify the Business Office that they have withdrawn in order to return the unearned aid in a timely manner. In instances where a service member stops attending due to a military service obligation, Montana Tech will work with the student on an individual basis.

Once a withdraw date has been determined, Montana Tech will recalculate a student's TA eligibility based on the following dates:

16 week semester (Fall Spring)

Before or During weeks 1-2	100%
During weeks 3-4	75%
During weeks 5-8	50%
During week 9 (60% of course completed)	40%
During weeks 10-16	0%

8 week semester (Summer)

Before or During week 1	100%
During week 2	75%
During weeks 3-4	50%
During week 5 (60% of course completed)	40%
During weeks 6-8	0%

5 week semester (Summer)

Day 1-5	100%
Day 6-8	75%
Day 9-11	50%
Day 12-13 (60% of course completed)	40%
After day 13	0%