

**ADMINISTRATIVE POLICY**  
**STUDENTS CALLED TO ACTIVE MILITARY SERVICE**

*This policy pertains to students.*

Fox Valley Technical College students who serve in the military and are called to active duty will not unfairly lose academic credit or fees. Students called to active duty will be given a refund for courses enrolled in, or if near the end of a term, will be graded out for completion of the course, if applicable. Students called to active duty must contact the Veterans Resource Center in Student Services and present papers for verification of change in military status. Students returning from active duty will have the opportunity to resume classes (and program, if applicable) at the same academic status as when called to active duty.

*Adopted: 10/14/1999*

*Reviewed: 10/26/2021*

*Revised: 10/26/2021*