



Military Tuition Assistance (TA) is awarded to a student under the assumption that the student will attend school for the entire period for which the assistance is awarded. When a student withdraws, they may not be eligible for the full amount of TA funds originally awarded. In order to comply with the Department of Defense (DOD) policy, Lawrence Technological University will return unearned TA funds on a prorated basis through at least the 60% portion of the period in which the funds were disbursed.

In instances when a Service member stops attending due to a military service obligation, Lawrence Technological University will work with the affected service member to identify solutions that will not result in a student debt for the returned portion in compliance with the DOD policy.

This policy applies to all students receiving Military Tuition Assistance (TA) in the Armed Forces recognized by the DOD. Students will need to contact their ESO, Military counselor or service to request approval for their educational program they want to pursue.

Military Tuition Assistance (TA) is a benefit paid to eligible members of Armed Forces recognized by the DOD. Congress has given each service the ability to pay up to 100% for the tuition expenses of its members. Each service has its own criteria for eligibility, obligated service, application processes and restrictions. This money is usually paid directly to the institution by the individual services. This policy only applies to this type of educational benefit. The TA program is a benefit that is available only while the student is in the service.

Schedule

As an institution, the DOD will be billed after 60% of the semester has passed to reduce the amount of incorrect TA funds being disbursed by the DOD to Lawrence Technological University. LTU will only bill for the amount the student earned given their enrollment.

The return of unearned funds is based on the premise that students earn TA assistance for each calendar day that they attend classes. For example, if a student attends 32 days of a semester that is 112 calendar days in length, the student will have “earned” 29% of their assistance.

After 60% of the semester has passed, the TA will not be evaluated for a return to the DOD.

LTU has a 16 week instructional period for each semester. A 7 – day week is considered one week of instructional time.

Weeks 1-2 = 100% return	Week 8 = 50% return
Week 3 = 81% return	Week 9 = 43 % return
Week 4 = 75% return	Weeks 10 – 16 = 0% return
Week 5 = 69% return	
Week 6 = 62% return	
Week 7 = 56% return	