

Procedure: 6.4.3p. (V.I.1)

National Emergencies

Revised: September 13, 2023; March 8, 2011.

Last Reviewed: August 1, 2023; October 3, 2022; October 23, 2020; September 6, 2019; October 17, 2018; and October 30, 2017.

Adopted: December 5, 2001.



I. PURPOSE:

The Technical Colleges are authorized to reimburse all tuition and fees paid by students who must withdraw from courses due to being called into active duty or relocated in response to national emergencies.

The Commissioner is authorized and empowered to take any and all such other action, as the Commissioner's judgment may be necessary, proper, or required in connection with any such national or military emergency. All such action shall be communicated to the State Board.

II. RELATED AUTHORITY:

O.C.G.A. § 20-4-11 – Powers of Board.

O.C.G.A. § 20-4-14 – TCSG Established; Powers and Duties.

TCSG State Board Policy 6.4.3 – National Emergencies.

III. APPLICABILITY:

All work units and Technical Colleges are associated with the Technical College System of Georgia.

IV. DEFINITIONS: N/A

V. ATTACHMENTS: N/A

VI. PROCEDURE:

In the event of a military emergency whereby a student who is in the Armed Services, the National Guard, or an Armed Forces reserve is activated or otherwise called to duty and, as a result, may no longer attend class(es), such student may within a reasonable time elect one of the following options. An appropriate military official must provide documentation of such military service.

1. The student may elect to withdraw from the Technical College for the semester. Under this option, the student's records will reflect no enrollment for the semester. Thus, no grades will appear on the student's transcript. All tuition and fees shall be refunded completely; however, Title IV funds shall be returned following federal regulations.
1. Alternatively, the student may elect to receive the appropriate letter grade(s) and receive any applicable refunds. Under this option, any financial aid received will

count against lifetime limits (i.e. HOPE, Pell, etc.)

VII. RECORD RETENTION: Five (5) Years