

Return of Unearned Tuition Assistance

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 TA is awarded. Students using tuition assistance to pay for tuition are subject to the Department of Defense (DoD) policy that requires the University of Alaska Fairbanks to return any unearned TA funds to the military branch of service based on how much of the course was completed. When a student withdraws, the student may no longer be eligible for the full amount of TA funds originally awarded. Military students are responsible for the remainder of the education costs not covered by TA.

Department of Defense Policy: In accordance with the DoD Voluntary Education Partnership Memorandum of Understanding, this policy requires the return of unearned tuition assistance funds on a prorated basis through the 60% mark of an academic course. TA funds are earned proportionally during an enrolled period with the unearned funds returned to the military branch if the student's last day of attendance is on or before the 60% attendance date.

When you withdraw from a course and are assigned a W grade, the date of withdrawal will be used as the last date of attendance. Returns are prorated based on the percentage of completed class time and depend on the number of weeks in the course. For a standard major term (16 weeks), the return schedule is as follows:

16-Week Course Withdraw Submitted

Weeks Lapsed	% Return
Before or during week 1-2	100%
During weeks 3-4	75%
During weeks 5-8	50%
During weeks 9-10	40% (60% Course Completion)
During weeks 11-16	0% No return after week 10

For non-standard course lengths, please reference the full policy [here](#)^[MC1].

If you need assistance calculating the amount you may owe back to UAF, please contact Third Party Billing at uaf-billing@alaska.edu.