

# MILITARY TUITION ASSISTANCE AND RECRUITMENT

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## Military Tuition Assistance (TA)

Many branches of the military, such as the Army, Navy, Air Force, Marines, and Coast Guard, offer Tuition Assistance programs for its Service Members. These programs provide financial support for active-duty service members pursuing various educational goals, like a certificate, associate degree, or higher level of education. Each branch has its own policies, award amounts, eligibility requirements, restrictions, and application process.

**Eligible service members should speak with their Educational Service Officer (ESO) or counselor within the Military Service before applying and being enrolled at MHCC. This is to ensure service members understand their eligibility for TA and their potential financial responsibility toward MHCC.**

## Military Tuition Assistance (TA) Refund Policy

To comply with the Department of Defense policy, MHCC will return any unearned TA funds on a proportional basis through at least the 60% portion of the term for which the funds were provided, regardless of the reason for withdrawal (service-related or otherwise). TA funds are earned proportionally during an enrollment period, with unearned TA funds returned based upon when a student stops attending MHCC. These funds are returned to the military branch, not the student. MHCC will work with a service member who stops attending due to a military service obligation in identifying solutions that will not result in a student debt for the returned portion. Military tuition assistance is awarded based on a student completing the entire term for which TA was awarded. When a student withdraws, they may no longer be eligible for the total amount.

## Readmission of Service Members

AR 5013: Active Military Deployment Withdraw (<https://www.mhcc.edu/about/board-of-education/policies-bylaws/chapter-5/ar-5013/>)

## Recruitment Code of Ethics

MHCC is committed to protecting the best interests of all students, including our military and veteran students. As a public state institution of higher learning, we abide by federal law and comply with the Department of Defense policy, by adhering to the following regulations:

- Ban inducements, including any gratuity, favor, discount, entertainment, hospitality, loan, transportation, lodging, meals, or other item having a monetary value of more than a de minimis [defined as "an insignificant amount"] to any individual or entity, or its agents including third party lead generators or marketing firms other than salaries paid to employees or fees paid to contractors in conformity with all applicable laws for the purpose of securing enrollments of Service members or obtaining access to TA funds. Educational institution sponsored scholarships or grants and tuition reductions available to military students are permissible
- Refrain from providing any commission, bonus, or other incentive payment based directly or indirectly on securing enrollments or federal financial aid (including TA funds) to any persons or entities

- engaged in any student recruiting, admission activities, or making decisions regarding the award of student financial assistance;
- Refrain from high-pressure recruitment tactics such as making multiple unsolicited contacts (3 or more), including contacts by phone, email, or in-person, and engaging in same-day recruitment and registration for the purpose of securing Service member enrollments.