RESERVES CALLED TO ACTIVE DUTY MORNINGSIDE UNIVERSITY

All students requesting special consideration regarding their call to active military duty must provide the Registrar of Morningside University full written verification through the submission of a copy of their orders or alert notice.

inable to complete the current semester due to having been called to a fore, I am choosing the option marked below.	active duty.			
 OPTION 1 The student will be withdrawn from all courses for which he/she is curegistered and will receive 100% refund of tuition and fees. Housing service refunds will be calculated as a percentage of the unused por charges paid. Students receiving financial aid who choose this option aware that they may be liable for any required refunds to state or fed aid funds.	and food tion of total n should be			
The student will take an incomplete in all courses and complete the courses upor release from active duty. The student may complete work for up to 12 months after release from active duty. Course completion may be accomplished by tutorial or by retaking the course without payment of tuition and fees. Under federal financial aid policies, a course that is retaken this way may not be counted toward a student's enrollment load. Eligible students who receive an incomplete for any course for which they are enrolled shall not be entitled to any refund of tuition or fees paid.				
Each instructor must approve the incomplete with his/her signature below.				
COURSE NO. COURSE TITLE INSTRUCTOR				

OPTION 3 If in the instructor's judgment the st earn a C or better, the student may eligible for refunds for courses for v	be given the earned	grade. Students are not
Each instructor must submit a final	grade and his/her sig	nature on the form.
COURSE NO. COURSE TITLE	<u>GRADE</u>	INSTRUCTOR
 _ OPTION 4 The student has been called to actitake incompletes or may withdraw Room and Board would be refunde	from some classes at	100% tuition and fees.
ptions have been explained to me, a have chosen.	nd I understand my o	bligations in the option
Student's Signature		Date
 Student's Name Printed		