



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

R. Scott Ralls, Ph.D.
President

19 August 2014

IMPORTANT INFORMATION

MEMORANDUM

TO: Members of the State Board of Community Colleges, Community College Presidents, Boards of Trustees Chairs, Community College Business Officers, Chief Admissions Officers, Chief Financial Officers, Financial Aid Officers, Student Development Administrators, Registrars & Other Interested Parties

FROM: Q. Shanté Martin, *NCCCS General Counsel*

RE: **Amendment of 1E SBCCC 900.4 – “Military Refund”**

On 15 August 2014, the State Board of Community Colleges (SBCC) voted to amend the following rule:

1E SBCCC 900.4 – “Military Refund”

The State Board of Community Colleges corrected an administrative error when language that was previously stricken was included at the time the State Board of Community Colleges approved 1E SBCCC 900.4 – “Military Refund,” on 16 May 2014. **The rule will be effective September 1, 2014. The new rule will be published on the NC Community College System's website, www.nccommunitycolleges.edu, under "State Board Code."** For your convenience, a copy of the rule is attached to this memorandum.

Thank you for your attention to this matter.

1E SBCCC 900.4 Military Refund

- (a) Upon request of the student, each college shall:
- (1) Grant a full refund of tuition and registration fees to military reserve and National Guard personnel called to active duty or active duty personnel who have received temporary or permanent reassignments as a result of military operations that make it impossible for them to complete their course requirements; and
 - (2) Buy back textbooks through the colleges' bookstore operations to the extent allowable under the college's buy back procedures.
- (b) Colleges shall use distance learning technologies and other educational methodologies, to the extent possible as determined by the college, to help active duty military students, under the guidance of faculty and administrative staff, complete their course requirements.

*History Note: Authority G.S. 115D-5; G.S. 115D-39;
Eff. May 16, 2014;
Amended Eff. September 1, 2014.*