

BOARD OF REGENTS
BRIEFING PAPER
Handbook Revision, Refund Policies for Veterans

BACKGROUND & POLICY CONTEXT OF ISSUE:

Veterans and other eligible persons can utilize their federal educational benefits at an institution if that institution meets all criteria and adheres to the provisions of the *Code of Federal Regulations* applicable to vocational rehabilitation and education benefits for veterans (38 CFR 21). The Nevada Commission on Postsecondary Education recommends that the Board's policy specifically refer to the federal regulations so that NSHE institutions may qualify to provide additional educational services to veterans using their federal benefits. Currently, the lack of this reference means that institutions are not able to provide educational benefits to veterans for professional certifications and other non-standard programs that provide an immediate workforce benefit to graduates and to the State. Including the reference to the federal regulations in Board policy will meet the Nevada Commission on Postsecondary Education requirement that such information be included in administrative materials, thereby allowing all NSHE institutions to be considered eligible institutions for providing educational benefits to veterans for a broader spectrum of education programs, including professional certifications.

SPECIFIC ACTIONS BEING RECOMMENDED OR REQUESTED:

Amend Title 4, Chapter 17, Section 15 to provide that for the purpose of providing educational benefits for veterans, NSHE institutions shall comply with the refund and other applicable policies as required under Title 38 of the *Code of Federal Regulation*, Part 21. See the attached Policy Proposal.

IMPETUS (WHY NOW?):

The passage of the Post 9-11 GI Bill has resulted in the largest increase in veterans eligible to receive education benefits since World War II. Meeting federal requirements to provide educational benefits will help NSHE institutions recruit veterans for enrollment in education programs.

BULLET POINTS TO SUPPORT REQUEST/RECOMMENDATION:

Adopting the policy proposal as written will allow veterans to fully utilize their federal education benefits at NSHE institutions thereby:

- Maximizing the federal funding for a growing population of veterans residing in Nevada;
- Promoting the enrollment of veterans at NSHE institutions; and
- Responding to the educational needs of veterans.

POTENTIAL ARGUMENTS AGAINST THE REQUEST/RECOMMENDATION:

None have been brought forward.

ALTERNATIVE(S) TO WHAT IS BEING REQUESTED/RECOMMENDED:

None.

COMPLIANCE WITH BOARD POLICY:

- Consistent With Current Board Policy: Title #_____ Chapter #_____ Section #_____
- Amends Current Board Policy: *Title 4, Chapter 17, Section 15*
- Amends Current Procedures & Guidelines Manual: Chapter #_____ Section #_____
- Other: _____
- Fiscal Impact: Yes _____ No
- Explain: _____

POLICY PROPOSAL
TITLE 4, CHAPTER 17, SECTION 15
Refund Policy

Additions appear in *boldface italics*; deletions are [~~stricken~~ and bracketed]

Section 15. Refund Policy

1. Each institution shall establish procedures governing the refund of registration fees, non-resident tuition, and other student fees, including special course fees that shall be approved by the Board and published in the institution's course catalog or on its website. These provisions must include a schedule of dates for refunds and the corresponding percentages that may be refunded.
2. Upon presentation of documentation and approval of the institution, a refund of registration fees and non-resident tuition may be given upon official withdrawal from a course(s) at any time during the semester in the following circumstances:
 - a. Deployment of a student in the United States Armed Forces;
 - b. Death or incapacitation resulting from an illness or injury of the student; or spouse, child, parent, or legal guardian of the student that prevents the student from returning to school for the remainder of the semester;
 - c. Verifiable error on the part of the institution;
 - d. Involuntary job transfer outside the service area of the institution as documented by employer; or
 - e. Other exceptional circumstances beyond the control of the institution or the student.
3. Each institution may establish procedures for students making even exchanges (credits and dollars) in their registrations that do not affect the net credit load.
4. Each institution shall comply with the refund policies required under Title IV federal financial aid requirements and guidelines.
5. *For the purpose of providing educational benefits for veterans, NSHE institutions shall comply with the refund and other applicable policies as required under Title 38 of the Code of Federal Regulations, Part 21.*