AP 5013 STUDENTS IN THE MILITARY

Residence Determinations for Military Personnel and Dependents
A student who is a member of the armed forces of the United States stationed in California on active duty, except a member of the armed forces assigned for educational purposes to a state-supported institution of higher education, is entitled to resident classification. Such student shall retain resident classification in the event that the member of the armed forces is thereafter transferred on military orders to a place outside of California or thereafter retires from active duty, so long as the student remains continuously enrolled in the District.

An undergraduate student who is a natural or adopted child, stepchild, or spouse who is a dependent of a member of the armed forces of the United States stationed in this state on active duty shall be entitled to resident classification. Such student shall retain resident classification if he/she is thereafter transferred on military orders to a place outside of California, so long as the student remains continuously enrolled in the District.

A student who was a member of the armed forces of the United States stationed in California on active duty for more than one year immediately prior to being discharged from the armed forces is entitled to resident classification for the length of time he or she lives in California after being discharged up to the minimum time necessary to become a resident.

A parent who is a federal civil service employee and his/her natural or adopted dependent children are entitled to resident classification if the parent has moved to this state as a result of a military mission realignment action that involves the relocation of at least 100 employees. This classification shall continue until the student is entitled to be classified as a resident, so long as the student continuously attends an institution of public higher education.

If an active duty member of the military, or their dependent is classified as a non-resident, claims the residence classifications provided for in this procedure he or she must provide a statement from the student’s commanding officer or personnel officer providing evidence of the date of the assignment to California, and that the assignment to active duty in California is not for educational purposes. A student claiming the residence classifications provided for here for the dependent of military personnel shall provide a
statement from the military person’s commanding officer or personnel officer that the
military person’s duty station is in California on active duty as of the residence
determination date, or has been transferred outside of California on active duty after the
residence determination date, or that the military person has retired from active duty after
the residence determination date. (Title 5 Sections 54041 and 54042)

Withdrawal Policies for Members of the Military
A student who is a member of an active or reserve United States military service and who
receives orders compelling a withdrawal from courses shall be permitted to withdraw upon
verification of such orders. A withdrawal symbol may be assigned which may be a “W”
or a “MW.” Military withdrawal shall not be counted in progress probation, dismissal
calculations, or in calculating the permitted number of withdrawals. In no case may a
military withdrawal result in a student being assigned an “FW” grade. In no case may a
college require a student who is required to report for military duty to withdraw from a
course by a specified date in order to receive a full refund of the tuition and fees the
student paid to the college for the academic term in which the student was required to
report for military service.

Districts may reference or include local administrative procedures regarding how such a
student would withdraw.

References:  Education Code Sections 68074, 68075, and 68075.5;
Title 5 Sections 55023, 55024 54041, 54042, 54050, and 58620;
Military and Veterans Code Section 824

Approved: 6/16/15
(This is a new procedure)