

## COVID-19 Military Activation FAQ's

### **What should I do if I am being activated in the National Guard in response to COVID-19?**

Notify Greg Krajewski in the Veterans Affairs Department via email ([gregory.krajewski@bhsu.edu](mailto:gregory.krajewski@bhsu.edu)) to let him know of your activation and provide him with a copy of your orders or letter from your commanding officer. Also, notify all your professors and academic advisor so they are all in the loop.

### **If I can't finish the semester due to being activated for military service can I get credit for my classes?**

Yes! If there are 4 weeks or less left in the semester students with an average of "C" or better have the option of either getting a refund or, if authorized by the instructor, be given full credit for the course. The course grade is determined by the instructor and can be either the grade to date or the final grade earned to date.

NOTE on Refunds: Eligible students who receive credit, or an incomplete, in progress, or normal progress grade for any course for which they are enrolled **shall not** be entitled to any refund of tuition or fees paid. Eligible students who do not receive an incomplete, in progress, or normal progress grade or credit for a course in which they are enrolled **shall be entitled to a full refund** of tuition and academic fees.

**If I am activated for military service will I be refunded for books?** Yes, new books with no markings or writing along with books purchased used will receive 100% refund of purchase price. New books with highlighting and writing will be refunded 75% of the purchase price. Used books will be refunded 100% of the used price.

**Will I keep my BHSU email?** Yes, your email account will remain active throughout your time on active military service.

### **Will I need to be readmitted to school and be given a different academic advisor when I return?**

Yes, you will need to fill out a re-admit application and will be automatically re-admitted. The application fee will also be waived. You will maintain the same academic advisor.

**What if my activation dates change?** If the dates change it is your responsibility to notify Greg Krajewski in the Veterans Affairs Department. What if I have questions or concerns? If you have other questions or concerns contact Greg Krajewski via email at [gregory.krajewski@bhsu.edu](mailto:gregory.krajewski@bhsu.edu)

#### Options for Final Grades and Refunds

Course Grade	WEEKS REMAINING IN STANDARD SEMESTER	
	More than 4 Weeks	Less than 4 Weeks
A	Refund	Student Options
B	Refund	A or Refund
C	Refund	B or Refund
D	Refund	C or Refund
F	Refund	Refund
S	Refund	Refund
U	Refund	S or Refund
I, IP, NP	Refund	Refund
		I, IP, NP or Refund

NOTE: Course Grade is as determined by the instructor, either the grade to date or the final grade earned to date.