ISP 402
Active Military Deployment Withdrawal and Re-Admission Policy

PURPOSE

This policy provides academic and financial options for enrolled students who are being deployed, activated, or mobilized, to manage their coursework obligations and maintain good academic standing with the institution, with minimal financial penalty or impact on grades.

This policy does not apply to reservists or members of the Guard who have annual pre-planned training events that conflict with the academic schedule. Reservists or members of the Guard who are aware of a training conflict in advance of the term should notify their faculty immediately to coordinate modifications in their course schedule as appropriate.

SUMMARY

Clackamas Community College supports students who are members of the U.S. Armed Forces. Students who are deployed, activated, or mobilized while enrolled in courses may withdraw from those courses without penalty at any time during the term. The college will work with the student to address any academic or financial consequences that may result from an early withdrawal.

STANDARD

ACADEMIC STANDING

The Registrar will consult with identified faculty and Veterans Education and Training Center staff to determine the best course of action to assist with finalizing the student's academic obligations as applicable.

FINANCIAL STANDING

The Registrar will also notify the Bursar (Accounts Receivable), Financial Aid, and Veterans Education and Training Center staff to assist with resolving financial obligations as applicable.

RE-ADMISSION

In accordance with Chapter 3 of Volume 2 of the Federal Student Aid Handbook, "A school must promptly readmit a service member with the same academic status they had when last attending the school or accepted for admission to the school. This requirement applies to any student who cannot attend school due to military service."

RELATED

Refer to [ISP 402P Active Military Deployment Withdrawal and Re-Admission Procedure](#) for specific details. Questions about this policy may be directed to the Clackamas Community College Registrar at registrar@clackamas.edu.

EFFECTIVE DATE: As of December 1, 2023

REVIEW HISTORY

Reviewed:	Status:	Date:
ISP Committee	Adopted	January 10, 2025
ARC Committee	Reviewed	December 1, 2023
ARC Committee	Reviewed	November 13, 2023
College Council	Second Read	November 3, 2023
Presidents' Council	Reviewed	November 14, 2023
ARC Committee	Reviewed	November 21, 2023