

What to do if called to Active Duty or returning Home from Active Duty

If you are deployed:	<p>Students will be able to withdraw without any penalties - academic or financial</p> <ul style="list-style-type: none"> * Send copy of their Active Duty Orders to the school (either to Registrar's Office or Veteran's Benefits Coordinator) * Contact current professors and let them know * Fill out UMass Lowell Withdrawal Form for the term. <small>Obtain form from Registrar's Office or on-line at www.uml.edu/registrar/forms.html</small> * Contact Financial Aid for any required deferment forms for student loans for the term (will need commanding officer's signature)
If you have handed in Active Duty Orders:	<ul style="list-style-type: none"> * Transcript will show that you were withdrawn from term (military withdrawal) * Classes will be "backed out" by Registrar * Student Account will be "zeroed out"
If you did <u>NOT</u> send in Active Duty Orders:	<ul style="list-style-type: none"> * Student will have hold flags on account * Will have outstanding balance on account * Will have received grades of incomplete or "F" for classes for term * May have defaulted on student loans
Process to follow to rectify problems:	<ul style="list-style-type: none"> * Fill out Academic Petition <small>Obtain form from Registrar's Office or on-line at www.uml.edu/registrar/forms.html</small> * Attach copy of Active Duty Orders to Academic Petition * Send to Student Status Committee - Registrar's Office
Once Academic Petition is approved:	<ul style="list-style-type: none"> * Student will receive Administrative Withdrawal from Registrar * Will be backed out of term * If received punitive grades - grades will be removed from record * Financial past due balance will be removed from account
Readmit Process:	<p>If returning to school within a few months from returning home from deployment - you should not have to pay for another application or re-admit fee</p>
If gone from school LESS than 2 years	Fill out a Re-Admit Form <small>Obtain form from Registrar's Office or on-line at www.uml.edu/registrar/forms.html</small>
If gone from school MORE than 2 years	Fill out a new application

Questions: Please call Veteran's Benefits Coordinator: 978-934-2461 or email Veterans@uml.edu
Great Resource for information: <http://www.oefoif.va.gov/>