Accommodation for Minot State University Students Called to Military Activation for Deployment

Minot State University encourages faculty to accommodate students called to active duty during a semester. If you are activated, speak with your instructors to determine if it is possible for you to remain enrolled or if it would be better to withdraw, depending on the point in the semester at which the activation occurs, after considering the following options:

**Early notification will allow instructors an opportunity to determine how best to work with you!**

1. **Remain in the course and complete the work** — details to be determined and arranged between instructor and student. Incomplete policy may apply if work extends past the current semester grading period. See [**incomplete policy**](https://www.minotstateu.edu/records/pages/policy-incomplete-grade-reporting.shtml#:~:text=An%20incomplete%20grade%20may%20be%20requested%20by%20a,reasons%20found%20to%20be%20satisfactory%20to%20the%20instructor.)in the Undergraduate Bulletin.
2. **Not able to remain in the course and complete the course work**
   1. *Prior to published "with-record" drop deadline*— drop the course according to published university dates and deadlines**.**
   2. *After the published "with-record" drop deadline*— work with Military and Campus Military Resource Center personnel to drop courses without academic penalty

Your meeting(s) should result in a mutually agreed plan between the activated service member/student and instructor considering the student’s best interest!

***Communicate changes in your enrollment status to the Military Resource Center office:***  
 call (701)858-4003 or email us [MRC@minotstateu.edu](mailto:MRC@minotstateu.edu)

If you [withdraw](https://www.minotstateu.edu/cel/pages/cancelling-and-withdrawing.shtml) from your classes and are a North Dakota National Guard Service member using State Tuition Assistance, please notify the [North Dakota National Guard Education Office](https://www.ndguard.nd.gov/education-services).  
If you are an active duty, guard or reserve service member, using Federal Tuition Assistance please notify your installations education service officer (ESO).

November 2002, the SBHE approved [**Policy 510: "Rights of Students Called to Active Military Service"**](https://ndus.edu/state-board-of-higher-education/sbhe-policies/500-heading-policies/). This policy is intended to enable campus officials and faculty to do what they can to minimize disruption to a student's educational program and financial impact that might otherwise result when a student is ordered to active duty, as well as to make it easier for these students to devote full attention to family matters and other concerns. [**SBHE policy 510**](https://ndus.edu/state-board-of-higher-education/sbhe-policies/500-heading-policies/) can be viewed in full online.

***Additional questions or concerns about Military Education Benefits?  
 ... Please contact:***  
 Military Resource Center   
 Model Hall 208  
 500 University Ave West  
 Minot, ND 58707  
 (701)858-4002  
  [MRC@minotstateu.edu](mailto:MRC@minotstateu.edu)