

The information on this page applies only to Active Duty Military.
Veterans (separated from service) and dependents are not eligible for this assistance.

The following are guidelines set forth by the Department of Defense:

Howard Payne University Return of Federal Tuition Assistance

Information on Returning Tuition Assistance

If you are using TA to pay for your education and withdraw from a class prior to completing 60 percent of the class, the Department of Defense (DoD) requires that Howard Payne University (HPU) return any unearned TA funds to the department, based on how much of the course you completed. You may owe a portion of your tuition to HPU, and a portion to your military branch.

If you withdraw from a course, the amount of unearned TA funds is calculated from the date you withdrew. Your earned TA is determined based on the following formula: The percent of TA earned equals the number of calendar days completed up to the withdrawal date divided by the total calendar days in the course. The percent unearned is equal to 100 percent minus the percent earned. Unearned TA will be returned to the DoD. This may result in a student debt.

If you withdrew due to a military service obligation, we will work with you to ensure you are not responsible for the HPU portion of the returned funds. For more information, contact your academic advisor or the Business Office at 325-649-8053.

Below is the schedule for the return of unearned TA funds to the government:

16-week Course Withdraw submitted
Before or During weeks 1-2 100% return
During weeks 3-4 75% return
During weeks 5-8 50% return
During weeks 9-16 40% return (60% of course is completed)
During weeks 10-16 0% return

8-week Course Withdraw submitted
Before or during week 1 100% return
During week 2 75% return
During weeks 3-4 50% return
During week 5 40% return (60% of course is completed)
During weeks 6-8 0% return

5-week Course Withdraw submitted
Day 1-7 100% return
Day 8 77% return
Day 9 74% return
Day 10 71% return
Day 11 69% return
Day 12 66% return
Day 13 63% return
Day 14 60% return
Day 15 57% return
Day 16 54% return
Day 17 51% return
Day 18 49% return
Day 19 46% return
Day 20 43% return
Day 21 40% return (60% of course is completed)
Day 22 0% return

Note: "week" of instruction is counted as 7 days

FAQs on Return of Tuition Assistance for Service members:

What is return of Tuition Assistance, and how does it impact me as a military service member?

In accordance with regulations issued by the Department of Defense, return of Tuition Assistance is a calculation HPU is required to perform to determine eligibility when a service member withdraws from a course. If a service member withdraws from a course and he or she did not complete more than 60 percent of the course, he or she may not be eligible for the total amount initially awarded through the TA. In cases where some or all of the Tuition Assistance must be returned to the DoD, the service member will be responsible for all balances on his or her HPU student account.

Will I owe both HPU and my military branch for the same class if I withdraw?

Yes, you may owe both HPU and your military branch but only up to a maximum of 100 percent of the total tuition cost. HPU will work with your military branch to return unearned tuition assistance funds.

How will my student account be affected if I was TDY or deployed and couldn't complete my courses?

For service members who were sent TDY or deployed, HPU will work with you to identify a solution that does not negatively impact your student account with HPU.