

Military and Veteran Application Fee Waiver Policy

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At Pierce Mortuary Colleges, Inc., we honor the valuable contributions of our military and veteran students. We recognize the unique strengths you bring to our campus community, as well as the distinct challenges you may face. To support your educational journey, we offer an application fee waiver for eligible U.S. military service members and veterans.

Eligibility for Application Fee Waiver

The application fee is waived for:

- Active-Duty U.S. Military personnel
- Members of the Individual Ready Reserve (IRR)
- U.S. Military Veterans who have been honorably discharged from Active Duty or IRR

Our Admissions and Financial Aid staff are committed to assisting active-duty members, veterans, IRR participants, and military family members.

Approved Military Branches and Statuses

Eligible individuals must have served or be currently serving in one of the following:

Air Force

- Active Duty
- Reserves (IRR)
- National Guard (IRR)

Army

- Active Duty
- Reserves (IRR)
- National Guard (IRR)

Coast Guard

- Active Duty
- Reserves (IRR)

Marine Corps

- Active Duty
- Reserves (IRR)

Navy

- Active Duty
- Reserves (IRR)

Required Documentation

To receive the waiver, applicants must submit one or more of the following:

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For Veterans:

- **DD Form 214** – Certificate of Release or Discharge from Active Duty (must indicate *Honorable Discharge*)
- **DD Form 256** – Honorable Discharge Certificate (National Guard or Reserves)
- **DD Form 257** – General Discharge Certificate (National Guard or Reserves)

For Active Duty or IRR Members:

- A signed statement from your unit commander verifying current status and standing
- A current Leave and Earnings Statement (LES)

Fee Waiver Approval Process

1. All documentation will be reviewed by the VA Certifying Official (SCO) for approval.
2. If the SCO is unavailable, the College President may perform this function.
3. Once approved, the waiver will be processed, and the application fee will be officially removed from your account.

Accounting and Student Billing Procedures

- A \$50 application fee will be initially charged to the student's account under Account Code 312000.
- Upon confirmation of attendance (during the add/drop period), a credit memo labeled "Military Application Fee Waiver" will be applied to the same account code, effectively canceling the charge.

Note: Pierce Mortuary Colleges does not issue refunds for application fees paid prior to the approval of a waiver. Be sure to complete the waiver process *before* you enroll into your program of study.