



INTER AMERICAN UNIVERSITY OF PUERTO RICO  
Central Administration

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**NORMATIVE DOCUMENT 91-01**

NOTE: This normative document is available in Spanish and English. In the event of a conflict as to its interpretation, the Spanish version shall prevail.

Executive Vice-President,  
Vice Presidents and  
Senior Executives

*Signed*  
Estela Lopez  
Vice President of Academic Affairs

**TRANSITIONAL RULES FOR STUDENTS CALLED TO MILITARY SERVICE**

The call to active military service of our students poses a special situation where the application of current academic standards would be unfair and unreasonable.

It is the purpose of the University to make it easier for students to fulfill their military obligation while, at the same time, mitigating the negative effects that their service in the armed forces may have on the development of their academic goals. For such purposes, the following transitory regulations are established.

The regulations are aimed at offering the student the opportunity to avail the condition of “military leave” and grant a semester to resume the studies after finishing the military service to which was called while was an active student. Also, the academic norms to that effect are met.

## RULES

1. The student called to active military service in the armed forces will have the following options in each course in which is enrolled at the time of being activated in the military service:
  - a. discharge and take military leave;
  - b. receive Incomplete with extension of the term to complete the pending work.
2. Withdrawals due to military leave will be recorded as **WM** in the academic record. The Incomplete with extended term will be recorded as **IM**.
3. The student called to military service towards the end of the semester or academic term may choose to receive Incomplete, by prior agreement with the professor, if the student meets the academic conditions indicated in the catalog. The student must complete the pending work within the period assigned for it in the academic calendar of the semester or term in which rejoins the University, if the reintegration occurs no later than one semester after the inactivation in the armed forces. After this period, the Incomplete annotation will become **WM** (military leave).
4. When applying the academic progress rule, the military leave (**WM**) and the Incomplete (**IM**) will not count as attempted courses.
5. By order of the Board of Trustees, active students called to military service will have a monetary credit equivalent to the amount paid for their enrollment in the courses in which they take military leave.
6. In order to qualify for military leave (**WM**) or extended Incomplete leave (**IM**) the student must submit the corresponding application and evidence of activation in military service to the Registrar's Office.

GC/cgm