

# Fork Union Military Academy Tuition Protection Plan (TPP)

**Overview:** Fork Union Military Academy (the “Academy”) offers the Tuition Protection Plan (“TPP”) to help families manage the financial risk in the event their young man leaves the Academy prematurely in certain circumstances. TPP is a service provided by the Academy—this is not an insurance product and is not regulated by any state or federal agency. Please read this material carefully. TPP is available for the academic year as set forth below and must be elected or declined for each academic year the cadet is enrolled. TPP is not available for summer school. The Academy may amend or clarify the Plan at any time by general notice.

## General Provisions

**Optional Program:** TPP is optional; it is not required. The Academy does strongly recommend that a family considers TPP, particularly for new cadets. When completing your enrollment agreement, note that TPP is elected by default and you must opt out of this default to decline this election should you so choose. TPP must be elected or opted out of for each academic year.

**Not An Insurance Program:** TPP is a service for a fee offered by the Academy. TPP is not regulated by any state or federal agency. ***TPP is not an insurance product; there is no third party insurer involved.*** Any determinations made under TPP are made by Academy staff.

**Eligibility for TPP:** TPP can be elected without regard to whether tuition is paid in full in advance or in installments.

**TPP Fee:** The TPP fee is \$1,000 for the 2023-2024 academic year. ***The TPP fee is a non-refundable fee.*** This non-refundable TPP fee must be paid in immediately available funds by the deadline to elect TPP. The non-refundable TPP Fee may not be paid in installments and is not prorated. The non-refundable TPP Fee cannot be paid through discounting or scholarships. The non-refundable TPP Fee can be paid by anyone with a legitimate relationship to the cadet. However, in the event that a benefit is due under TPP, the party with the contractual obligation with the Academy will receive the benefit of TPP.

**How to Elect TPP:** TPP is elected by completing both the following actions by the applicable deadline: (1) affirmatively selecting TPP and completing any required form(s) and (2) paying the non-refundable TPP Fee. Because of the benefit that TPP would provide to families, the election of TPP is set as the default selection in the enrollment agreement so that a family must decline this election in order to opt out of the TPP benefit. ***The election of TPP is for one academic year only; the family must elect or decline TPP for each academic year the cadet is enrolled.*** The Academy retains the ultimate right to accept or reject an enrollment in TPP.

**Deadline to Elect TPP:** TPP must be elected or declined prior to the cadet's first arrival on campus for the Academic Year whether that be to participate in preseason athletics, leadership training or other activities, or to attend classes.

**Suspensions/Temporary Leaves; Change in Status:** Suspensions or temporary leaves where the cadet is eligible to return does not trigger TPP unless and until there is a complete student separation or there is a date certain at which it is known the cadet will not return (the Disenrollment Date). The Academy will use its reasonable discretion to determine the Disenrollment Date; the cadet and his family must cooperate in the determination of the Disenrollment Date. Lack of necessary cooperation is grounds for denial of TPP benefit. In addition, TPP does not apply in circumstances of early graduation or early completion of academic requirements, or change in status from a boarding student to a day student.

**Program Benefits:** TPP provides two benefits more fully described below. At a high level, the first benefit is to fix the family's financial obligation at the net tuition revenue amount (NTR) in the event the cadet disenrolls from the Academy. The second benefit is to provide up to a 70% credit of the amortized value of any unused portion of tuition for certain qualifying events.

### **Benefit #1-Locking in NTR.**

Many cadets at the Academy benefit from financial aid grants, which includes tuition discounting and scholarships; the financial aid award applies to the cadet's tuition, room and board (TRB). The amount a cadet is required to pay, taking into account the reduction in TRB from the financial aid, is called the net tuition revenue (NTR). For families who receive no financial aid, TRB and NTR would be the same amount.

The Academy's enrollment contract provides that if a student disenrolls for any reason, any benefit from financial aid (discounting or scholarships) is reversed so that the family owes the full TRB, and not the amount the family would have paid considering financial aid (NTR). For example, if TRB is \$39,000 and a family receives aid in the amount of \$9,000, the family's NTR is \$30,000. If the cadet disenrolls, under the enrollment contract, the family would be responsible for the full \$39,000 (not just the NTR amount of \$30,000).

If TPP is elected, the family's contractual financial obligation is locked at NTR (in other words, is not adjusted to full TRB as provided in the enrollment contract). For this TPP benefit only, this NTR benefit applies to families who elect TPP no matter the reason for the disenrollment and no matter when in the academic year the disenrollment occurs.

## **Benefit #2-Tuition Credit.**

**General:** For families that elect TPP, there is also an opportunity for a partial credit of Adjusted NTR in qualifying circumstances. TPP will credit 70% of the amortized value of the Adjusted NTR for the unused portion of the academic year in qualifying circumstances.

**Adjusted NTR:** The credit is calculated based on Adjusted NTR, which is NTR less the non-refundable deposit and non-refundable fees. As a reminder, NTR is tuition, room and board adjusted for any financial aid given to the family. By using Adjusted NTR, a family who pays the TRB without any financial aid will receive more back than a family who received financial aid. There is no credit (partial or otherwise) for the non-refundable deposit, fees (infrastructure, technology, etc), or uniforms.

**Timing of Disenrollment:** The cadet must disenroll for a qualifying reason before Day 1 of Term 4 to be eligible for the TPP Tuition Credit. In all cases, the Academy determines the disenrollment date. As noted above, suspensions or temporary leaves do not qualify for, or trigger, a tuition credit.

**Eligible Disenrollment Events:** TPP will provide the tuition credit benefit if the cadet leaves the Academy for a Covered Reason (listed below). Importantly, you must also refer to the “Exclusions” which are the disenrollment circumstances that are not eligible for TPP tuition credit. The following circumstances that result in cadet disenrollment before Day 1 of Term 4 would result in a TPP Tuition Credit to the family:

- Injury or sickness
- Physical or mental illness
- Academic difficulties
- Death of parent<sup>1</sup>, legal guardian or student
- Financial problems affecting contracting party, such as job loss of parent/guardian
- Relocation of parent/guardian
- Disciplinary dismissal, except to the extent listed below in “Exclusions”

**Exclusions:** If a cadet disenrolls for any of the following reasons, the family is not eligible for any tuition credit under TPP:

- Use of alcohol or drugs (including any agent which is similarly classed or has similar effect unless given by and while under the care of a doctor)
- Any actions or behaviors requiring investigation by law enforcement or child protection agencies

- Disenrollment due to a preexisting physical or mental health issue that was not disclosed and documented in the admissions application or admissions process
- Disenrollment related to making false statements, the omission of relevant facts with the intent to mislead, or providing misleading information on the admissions application or in the admissions process
- Withdrawal for any reason not listed as an Eligible Disenrollment Event
- War or any act of war (declared or undeclared), act of terrorism, insurrection, riot, rebellion, or civil disorder
- Any government order that applies generally to the Academy
- Epidemic, disease, pandemic, quarantine, or governmental health alert
- Any natural or man-made disaster (including a nuclear or radioactive event or accident), or destruction of the school's physical facilities
- Any event leading to school bankruptcy, insolvency, or other financial instability that results in school's inability to operate and provide formal academic instruction
- Disenrollment for any reason on or after Day 1 of Term 4

**Disenrollment Date:** The Disenrollment Date is the date there is a permanent withdrawal or dismissal for a cadet for a Covered Reason. The Academy makes the final determination of the Disenrollment Date. For instance, if a cadet takes a temporary leave, but then the leave becomes permanent, the date at which the leave is deemed permanent is used for the calculation; that date will be determined by the Academy in good faith based on the circumstances.

**Number of Days Enrolled:** The Number of Days Enrolled is the count of calendar days from the date the cadet arrived on campus and enrolled for the current school year until the Disenrollment Date. Days during Major Leaves such as Thanksgiving, Christmas, and Spring Break, or any other such days in which the campus is closed to cadets, are not included in the Number of Days Enrolled.

**Amortization Period:** The value of the Adjusted NTR is amortized across the period beginning from the date the cadet enrolls for the school year until the start of Term 4. The value of the Adjusted NTR declines on a straight line prorated basis across the amortization period (the first three grading terms) so that as of Day 1 of Term 4 the amortized value is zero and no tuition credit is due on or after Day 1 of Term 4.

**How to Calculate the TPP Tuition Credit:** The TPP Tuition Credit is based on the amortized value of the Adjusted NTR (which is tuition, room and board (TRB) less any financial aid/scholarships and the non-refundable deposit and fees). It is important to remember that there is never any credit for the non-refundable deposit, itemized fees like infrastructure, technology, administrative fee, incidentals, or uniform costs.

To calculate the TPP Tuition Credit, two things are considered. The TPP program first considers the Number of Days Enrolled, in which it is assumed the cadet received the benefit of the amortized value of Adjusted NTR for that time at the Academy. This value is referred to as “Used Tuition.”

TPP then considers the amortized value of the Adjusted NTR for the remaining days (i.e., days after the Disenrollment Date) within the amortization period which ends at the first day of Term 4. This value is referred to as the “Unused Tuition.”

TPP makes no credit of the Used Tuition as the cadet has already received benefit equal to that value. TPP splits the Unused Tuition value on a 70/30 basis in favor of the family. The family is responsible for payment of the Used Tuition value and 30% of the Unused Tuition value.

The family receives a tuition credit equal to 70% of the Unused Tuition value.

**Example:** The cadet enrolls as a domestic boarding student. The cadet’s family timely elects TPP and pays the TPP Fee. The Academy’s total tuition, room and board, and fees is \$41,250.

- Subtracting the non-refundable fees (such as the administrative fee, technology fee, and infrastructure fee) of \$2,250 and the non-refundable deposit of \$3,000 leaves an **Adjusted Tuition, Room and Board (Adjusted TRB)** cost of \$36,000.
- This cadet receives \$6,000 in scholarships/financial aid, so subtracting that amount leaves the cadets **Adjusted Net Tuition Revenue (Adjusted NTR)** of \$30,000.

The cadet reports on August 28th with the new cadet check-in.

A few days after Thanksgiving Leave, during Term 2, the cadet decides to withdraw. His Disenrollment Date is December 1st.

- August 28th through December 1st equals 96 calendar days, but we must deduct the 9 days of Thanksgiving Leave, yielding a **Number of Days Enrolled** equaling 87 days.

To determine the value of the cadet’s Used Tuition and Unused Tuition, the Business Office builds an amortization table.

- Term 4 starts on February 26th, so the amortization table will contain the number of calendar days between the date the cadet enrolled, August 28th, up through day before the start of Term 4, February 25th.
- That period contains 182 calendar days, minus major leave days for Thanksgiving (9 days) and Christmas (23 days), so the Amortization Period will be 150 days long (182 calendar days - 32 major leave days).

Using the amortization table, we can see that since the cadet’s Number of Days Enrolled is 87, the value of Used Tuition is \$17,400.00.

The value of Unused Tuition is \$12,600.00, of which the parent will only be responsible for paying 30% or \$3,780.00.

Adding the Used Tuition and the parent's 30% of Unused Tuition, the Parent's Responsibility totals \$21,180.00.

This family will receive a tuition credit of \$8,820.00.

**How the TPP Benefit is Processed back to Families:**  
If there is a benefit due under TPP, and the family has already paid their full financial obligation to the Academy, then the Academy will process a refund within 14 days of a final determination of the benefit due.

If there is a TPP benefit due to a family, but the family has not yet met its full obligation to the Academy (tuition, enrollment fees, or other charges or expense of the cadet prior to departure whether for uniforms, or other incidental expenses), the TPP benefit will first be used to reduce (or offset), on a dollar-for-dollar basis, any amount owed to the Academy by the family. Any amount of TPP benefit over what is due from the family will be processed as a refund within the 14 day period referenced above. If the TPP Benefit is less than the amount still owed by the family, then the amount owed will be reduced by the TPP Benefit, and the contracting party will still be required to pay the remaining amount in a timely manner (as determined under the enrollment contract).

If someone other than the contracting party (such as a grandparent) paid the TPP fee, any TPP credit is applied to the contracting party (not the party who paid the fee, if different).

TPP Sample Calculator: On our website, at <https://www.forkunion.com/tpp>, you can find a sample TPP Calculator to help estimate the benefit of TPP using different scenarios. This calculator is provided as a tool to help you approximate the benefit you would receive from participation in the Tuition Protection Plan. The calculator is only a tool demonstrating examples. Any final determinations of eligibility and tuition credit will be made by the Academy Staff under the TPP plan provisions.

Example 1: **Amortization Table**

# Days Enrolled	Percent	Tuition Used	Tuition Unused	30% of Unused	Parent Responsibility	Credit
0	0.0000	\$ 0.00	\$ 30,000.00	\$ 0.00	\$ 0.00	\$ 0.00
1	0.0067	\$ 200.00	\$ 29,800.00	\$ 8,940.00	\$ 9,140.00	\$ 20,660.00
2	0.0133	\$ 400.00	\$ 29,600.00	\$ 8,880.00	\$ 9,280.00	\$ 20,380.00
3	0.0200	\$ 600.00	\$ 29,400.00	\$ 8,820.00	\$ 9,420.00	\$ 20,100.00
4	0.0267	\$ 800.00	\$ 29,200.00	\$ 8,760.00	\$ 9,560.00	\$ 19,820.00
5	0.0333	\$ 1,000.00	\$ 29,000.00	\$ 8,700.00	\$ 9,700.00	\$ 19,540.00
6	0.0400	\$ 1,200.00	\$ 28,800.00	\$ 8,640.00	\$ 9,840.00	\$ 19,260.00
7	0.0467	\$ 1,400.00	\$ 28,600.00	\$ 8,580.00	\$ 9,980.00	\$ 18,980.00
8	0.0533	\$ 1,600.00	\$ 28,400.00	\$ 8,520.00	\$ 10,120.00	\$ 18,700.00
9	0.0600	\$ 1,800.00	\$ 28,200.00	\$ 8,460.00	\$ 10,260.00	\$ 18,420.00
10	0.0667	\$ 2,000.00	\$ 28,000.00	\$ 8,400.00	\$ 10,400.00	\$ 18,140.00
11	0.0733	\$ 2,200.00	\$ 27,800.00	\$ 8,340.00	\$ 10,540.00	\$ 17,860.00
12	0.0800	\$ 2,400.00	\$ 27,600.00	\$ 8,280.00	\$ 10,680.00	\$ 17,580.00
13	0.0867	\$ 2,600.00	\$ 27,400.00	\$ 8,220.00	\$ 10,820.00	\$ 17,300.00
14	0.0933	\$ 2,800.00	\$ 27,200.00	\$ 8,160.00	\$ 10,960.00	\$ 17,020.00
15	0.1000	\$ 3,000.00	\$ 27,000.00	\$ 8,100.00	\$ 11,100.00	\$ 16,740.00
16	0.1067	\$ 3,200.00	\$ 26,800.00	\$ 8,040.00	\$ 11,240.00	\$ 16,460.00
17	0.1133	\$ 3,400.00	\$ 26,600.00	\$ 7,980.00	\$ 11,380.00	\$ 16,180.00
18	0.1200	\$ 3,600.00	\$ 26,400.00	\$ 7,920.00	\$ 11,520.00	\$ 15,900.00
19	0.1267	\$ 3,800.00	\$ 26,200.00	\$ 7,860.00	\$ 11,660.00	\$ 15,620.00

# Days Enrolled	Percent	Tuition Used	Tuition Unused	30% of Unused	Parent Responsibility	Credit
80	0.5333	\$ 16,000.00	\$ 14,000.00	\$ 4,200.00	\$ 20,200.00	\$ 9,800.00
81	0.5400	\$ 16,200.00	\$ 13,800.00	\$ 4,140.00	\$ 20,340.00	\$ 9,660.00
82	0.5467	\$ 16,400.00	\$ 13,600.00	\$ 4,080.00	\$ 20,480.00	\$ 9,520.00
83	0.5533	\$ 16,600.00	\$ 13,400.00	\$ 4,020.00	\$ 20,620.00	\$ 9,380.00
84	0.5600	\$ 16,800.00	\$ 13,200.00	\$ 3,960.00	\$ 20,760.00	\$ 9,240.00
85	0.5667	\$ 17,000.00	\$ 13,000.00	\$ 3,900.00	\$ 20,900.00	\$ 9,100.00
86	0.5733	\$ 17,200.00	\$ 12,800.00	\$ 3,840.00	\$ 21,040.00	\$ 8,960.00
87	0.5800	\$ 17,400.00	\$ 12,600.00	\$ 3,780.00	\$ 21,180.00	\$ 8,820.00
88	0.5867	\$ 17,600.00	\$ 12,400.00	\$ 3,720.00	\$ 21,320.00	\$ 8,680.00
89	0.5933	\$ 17,800.00	\$ 12,200.00	\$ 3,660.00	\$ 21,460.00	\$ 8,540.00
90	0.6000	\$ 18,000.00	\$ 12,000.00	\$ 3,600.00	\$ 21,600.00	\$ 8,400.00
91	0.6067	\$ 18,200.00	\$ 11,800.00	\$ 3,540.00	\$ 21,740.00	\$ 8,260.00

# Days Enrolled	Percent	Tuition Used	Tuition Unused	30% of Unused	Parent Responsibility	Credit
133	0.9000	\$ 28,800.00	\$ 1,200.00	\$ 360.00	\$ 27,760.00	\$ 2,240.00
134	0.9067	\$ 29,000.00	\$ 1,000.00	\$ 300.00	\$ 27,900.00	\$ 2,100.00
135	0.9133	\$ 29,200.00	\$ 800.00	\$ 240.00	\$ 28,040.00	\$ 1,960.00
136	0.9200	\$ 29,400.00	\$ 600.00	\$ 180.00	\$ 28,180.00	\$ 1,820.00
137	0.9267	\$ 29,600.00	\$ 400.00	\$ 120.00	\$ 28,320.00	\$ 1,680.00
138	0.9333	\$ 29,800.00	\$ 200.00	\$ 60.00	\$ 28,460.00	\$ 1,540.00
139	0.9400	\$ 30,000.00	\$ 0.00	\$ 0.00	\$ 28,600.00	\$ 1,400.00
140	0.9467	\$ 30,200.00	\$ 0.00	\$ 0.00	\$ 28,740.00	\$ 1,260.00
141	0.9533	\$ 30,400.00	\$ 0.00	\$ 0.00	\$ 28,880.00	\$ 1,120.00
142	0.9600	\$ 30,600.00	\$ 0.00	\$ 0.00	\$ 29,020.00	\$ 980.00
143	0.9667	\$ 30,800.00	\$ 0.00	\$ 0.00	\$ 29,160.00	\$ 840.00
144	0.9733	\$ 31,000.00	\$ 0.00	\$ 0.00	\$ 29,300.00	\$ 700.00
145	0.9800	\$ 31,200.00	\$ 0.00	\$ 0.00	\$ 29,440.00	\$ 560.00
146	0.9867	\$ 31,400.00	\$ 0.00	\$ 0.00	\$ 29,580.00	\$ 420.00
147	0.9933	\$ 31,600.00	\$ 0.00	\$ 0.00	\$ 29,720.00	\$ 280.00
148	1.0000	\$ 31,800.00	\$ 0.00	\$ 0.00	\$ 29,860.00	\$ 140.00
149	1.0000	\$ 32,000.00	\$ 0.00	\$ 0.00	\$ 30,000.00	\$ 0.00

Any questions regarding benefits, or any appeal of a determination or calculation, must be submitted to the Academy CFO/Business Office in writing, with a copy to the Chief of Staff. This Program is governed under the laws of the Commonwealth of Virginia, without regard to any conflict of laws principles. The parties agree that any dispute will be brought in the courts of Fluvanna County; both parties hereby waive its right to a jury trial.

**Revision Date:** January 4, 2023

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*<sup>1</sup> If a family elects the FACTS "Peace of Mind" Plan, then TPP will only credit any amount not covered by the FACTS "Peace of Mind" Plan. Note, though, that the coverage under TPP includes anyone who is a legal guardian of the cadet in the event the circumstance causes the cadet to disenroll from the Academy. TPP does not credit any benefit if there is a qualifying death but the cadet remains enrolled.*