

.09 NA Requirements Exemption-Student

REVISION 48
(01/01/20 - 12/31/20)

A participant who meets both of the following criteria is exempt from [NA work requirements](#):

- Is enrolled in any recognized school, including high school, training programs, or institutions of higher education
- Attending at least half time, as defined by the institution.

The following apply when determining eligibility for this exemption:

- Participants who attend a school that has an established program that allows attendance via the Internet are eligible for this exemption. The participant must be meeting the school's requirements.

NOTE Correspondence classes and self study do not qualify a participant for this exemption.

- The school's definition of half time can be determined through direct contact with the school or from official school publications.
- When there is no official definition of a half time student, use either of the following as the definition:

Divide the minimum number of hours required to be considered full-time by the school by two.

Divide the average number of hours spent in class by a full-time student in the same course by two.

Consider the participant exempt during normal periods of class attendance, vacation, and recess, until the participant meets one of the following:

- Graduates
- Is suspended
- Is expelled
- Drops out
- Expresses an intention not to register for the next normal school term (excluding summer sessions)

Verification of attendance at least half-time may be obtained as follows:

- Collateral contact documentation that includes the date of contact, name, and title of the informant.
- Completion by the institution of the Verification of School Registration (FAA-0075A) form.
- Completion by the institution of the School Attendance Verification ([C014](#)) notice sent to the participant.
- Official School publications.

For the NA work requirement exemption, key ST in the WORW PAR/EXEM FS field.

ARCHIVED (Valid until 04/12/21)