

Certification of Approval Information

School Name	
School Address	
City/State/Zip	

I certify that information contained in the school's catalog and other official publication (s) are true and correct in content and policy. It is further certified that this institution is qualified and equipped to provide training for veterans and other eligible persons in accordance with Chapter 36, Title 38, U.S. Code, Title 10, and all related regulations. The school maintains complete student records as required by DVA regulation. The school agrees to enforce all approved standards and provide the student a record of their academic standing. Each graduate is awarded at least a certification of completion.

This institution does not utilize advertising of any type which is erroneous or misleading; either by actual statement, omission, or intimation, In addition, institutions with approved vocational courses agrees to maintain records for a three year period on graduate employment, placement, and salary information used in advertising. It is further certified that this institution has not received an order from the Federal Trade Commission to cease and desist from any act or practice relative to such advertising. Copies of all advertising, sales and enrollment material used by or on behalf of this institution will be maintained for at least 12 months as required by CFR 21.4252 (h). The school will not use terms such as "V.A. Approved" or "Approved for V.A. Training" in their advertising. For the full text of the regulation, go to: <http://www.gpoaccess.gov/cfr/retrieve.html> and Input under the search - Title 38, Part 21 Section 4252.

It is also understood that at any time that the State Approving Agency (SAA) has reason to verify that a vocational program actually leads to an entry level vocational objective or meets a given employment rate, the school agrees to provide graduate employment information for examination upon request of the State Approving Agency.

Practical training is	<input type="checkbox"/>	is not offered	<input type="checkbox"/>	Publication Dates:	
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I hereby certify that all practical training courses offered by this institution meet the requirements outlined in CFR 21.4265 Other Practical Training Courses.

Courses	Pages

For the full text of the regulation, go to: <http://www.gpoaccess.gov/cfr/retrieve.html> and input under the search - Title 38, Part 21 Section 4265.

Independent study is	<input type="checkbox"/>	is not offered	<input type="checkbox"/>	Publication Dates:	
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I hereby certify that all independent study courses offered by this institution meet the requirements outlined in CFR 21.4267 Independent Study.

Courses	Pages

For the full text of the regulation, go to: <http://www.gpoaccess.gov/cfr/retrieve.html> and input under the search - Title 38, Part 21 Section 4267.

Signing or the electronic transmission of this application indicates my understanding and agreement with the terms and all applicable approval regulations and criteria.

Authorized Signature: _____ Date: _____

Title: _____

Phone Number:	
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Advertising

Erroneous, deceptive, misleading practices. (Advertising)

- (1) The Department of Veterans Affairs will not approve an enrollment in any course offered by an institution which uses advertising, sales, or enrollment practices which are erroneous, deceptive, or misleading by actual statement, omission, or intimation. As provided by section 3696, Title 38 U.S.C., the Department of Veterans Affairs shall use the services and facilities of the Federal Trade Commission, where appropriate, under an agreement:
 - (i) To carry out investigations, and
 - (ii) To make determinations under this paragraph.
- (2) To ensure compliance, any institution offering courses approved for the enrollment of veterans or eligible persons shall maintain a complete record of all advertising, sales, or enrollment materials (and copies of each) used by or on behalf of the institution during the preceding 12-month period. This record shall be available for inspection by the State approving agency or the Department of Veterans Affairs. These materials shall include, but are not limited to: Any direct mail pieces, brochures, printed literature used by sales people, films, video cassettes and audio tapes disseminated through broadcast media, material disseminated through print media, tear sheets, leaflets, handbills, fliers, and any sales or recruitment manuals used to instruct sales personnel, agents or representatives of the educational institution.

Practical Training

- 1) Other off-campus job experience included in a school course, variously described by schools as internship, residency, practicum, externship, et cetera, may be included as a part of a cooperative program when the course meets the requirements of Sec. 21.4233(a). Such off-campus courses may be considered as resident institutional training only if all of the following conditions are met.

The course is:

- (i) Accredited by a nationally recognized accrediting agency or is offered by a school that is accredited by one of the regional accrediting associations;
- (ii) A part of the approved curriculum of the school;
- (iii) Directly supervised by the school;
- (iv) Measured in the same unit as other courses;
- (v) Required for graduation; and
- (vi) Has a planned program of activities described in the school's official publication which is approved by the State approving agency and which is institutional in nature as distinguished from training on-the-job. The description shall include at least:
 - (A) A unit subject description;
 - (B) A provision for an assigned instructor;
 - (C) A statement that the planned program of activities is controlled by the school, not by the officials of the job establishment;
 - (D) A requirement that class attendance on at least a weekly basis be regularly scheduled to provide for interaction between instructor and student;
 - (E) A statement that appropriate assignments are required for completion of the course;
 - (F) A grading system similar to the system used for other resident subjects offered by the school; and
 - (G) A schedule of time required for the training which demonstrates that the student shall spend at least as much time in preparation and training as is normally required by the school for its other resident courses.

Independent Study

(a) Overview. Except as provided in Sec. 21.4252(g), 21.7120(c), and 21.7622(f), VA may not pay educational assistance for a nonaccredited course which is offered in whole or in part by independent study. Hence, it is necessary to differentiate independent study from similar courses.

(b) Definition of independent study. (1) VA considers a course to be offered entirely by independent study when--

(i) It consists of a prescribed program of study with provision for interaction between the student and the regularly employed faculty of the institution of higher learning. The interaction may be personally or through use of communications technology, including mail, telephone, video conferencing, computer technology (to include electronic mail), and other electronic means;

(ii) It is offered without any regularly scheduled, conventional classroom or laboratory sessions; and

(iii) It is not a course listed in paragraph (c), (d), or (e) of this section.

(2) VA considers a course to be offered in part by independent study when--

(i) It is an undergraduate course;

(ii) It is not classified as one of the three types of courses listed in paragraph (c) of this section;

(iii) It has some weeks when standard class sessions are scheduled; and

(iv) It consists of independent study as defined in paragraph (b) (1) of this section during those weeks when there are no regularly scheduled class sessions