



ATTENDANCE ADDENDUM

Statement of Understanding

Standards of Progress for Veterans

Attending Salt Lake Community College under VA GI Educational Funds

This statement of understanding will demonstrate that the veteran/dependent enrolled at Salt Lake Community College (SLCC) using ANY VA GI Educational Funds is aware of the academic standards of progress for SLCC, the US Department of Veterans Affairs (DVA), and the State Approving Agency (SAA). If you have questions regarding this document, contact an SLCC Certifying Official for clarification.

This applies to receipt of VA GI Educational funds and not to enrollment at SLCC.

Standards of Progress Guidelines

Attendance requirement: SLCC SAT veteran/dependent students and have continued use of VA GI Educational Benefits is to maintain a cumulative 80% of attendance in all courses to remain in good academic standing.

NOTE: A cumulative attendance of 80% of all classes per month must be achieved in order to continue to receive VA Educational Benefits.

When a student's **monthly** attendance falls below 80% during a one month timeframe, the student:

- will be sent a letter placing him/her on academic probation for the following month (effective the day of the "acknowledge by" date),
- must sign a "Plan for Academic Success" with the SLCC Veterans Services Certifying Official,
- must meet with the VetSuccess on Campus Counselor to develop a plan to improve academic performance and **provide a copy of the plan to the SLCC Veterans Services Certifying Official**,
- must complete the following month with a minimum of 80% attendance and follow terms in academic performance plan.
- failure to sign the Academic Probation contract by the "acknowledge by" date will result in the termination of certification until Academic Probation is signed, which could result in an overpayment to the VA.

****Failure to acknowledge/sign receipt of the Academic Probation letter is not an acceptable reason for not meeting the attendance requirement during the Academic Probation period and can result in Academic Suspension****

Failure to follow and meet these requirements will result in student being placed on VA Academic Suspension or Termination. Student will NOT receive VA education benefits until standards are met and can result in an overpayment notice from the US Department of Veterans Affairs for the student.

No retroactive pay will be provided for the time spent on Academic Suspension.

I understand the standards of progress requirements at SLCC and the US Dept. of Veterans Affairs in regards to the use of the VA GI Educational Funds as indicated above and the penalties if my attendance falls below 80%.

Veteran/Dependent: signature _____ Date: _____

Print name: _____ Student number or SS# _____

The above policy is set by the Utah State Approving Agency for Veterans Education under the authority of the Code of Federal Regulations (CFR) 38.