

STANDARDS OF PROGRESS

PROBATION-SUSPENSION- GRADUATION

Public law 114-315, Section 404

Public law 114-315, Section 404 – Title 38 USC § 3326. Report on student progress

VA is required to make it a condition of approval for schools to submit information regarding academic progress for GiBill® students.

The law requires that educational assistance benefits to Veterans and other eligible persons be discontinued when the student ceases to make satisfactory progress toward completion of his or her training objective.

Standards of Progress, Conduct, and Attendance

A school's policy and regulations for *standards of progress, conduct and attendance* must define:

- The school's grading system
- The minimum satisfactory grade level
- Conditions for interruption of training due to unsatisfactory grades or progress
- A description of any probationary period
- Conditions for a student's reentrance/ readmission following dismissal/suspension for unsatisfactory progress
- The school's attendance policy

Standards of Progress, Conduct, and Attendance

Both accredited and non-accredited schools are required to have and to enforce [standards of progress and conduct](#)

Only non-accredited schools are required by federal law to have [attendance standards](#).

These standards should be stated plainly in the school's catalog or bulletin.

Standards of Progress, Conduct, and Attendance

All schools are required to maintain an [academic record](#) for each student which includes, for a veteran or eligible person, the credit allowed toward the student's current program due to previous training and experience.

The record must also show the results of each enrollment period, to include the unit courses or subjects undertaken and the final result (e.g., grade, passed, failed, withdrawn, test results).

The [progress record](#) must be cumulative and must document the progress being made towards completion of the program.

Standards of Progress, Conduct, and Attendance

For those institutions that use a narrative grading system and/or unspecified academic terms, as opposed to the traditional grading system and specified terms, the academic record must contain sufficient information to permit the recipient of a transcript to make an informed evaluation of the student's educational experience.

For those institutions not operating on a term basis, the record must show the student's proficiency at the various stages in the training program.

Standards of Progress, Conduct, and Attendance

School officials are responsible for enforcing their established [standards of progress](#). This will require that the school specify intervals between enrollment and graduation (i.e., completion) when each student's progress will be evaluated.

Measurement of a student's proficiency should be based on instruction appraisals, graded course work, periodic testing, or other techniques that will permit an evaluation of student's progress toward satisfactory completion of the program.

PROBATION

Schools that provide a period of [academic probation](#) may not continue to certify a veteran or eligible person (who remains in a probationary status) for an indefinite period of time. It is reasonable to expect that an institution will report a termination due to unsatisfactory progress if a student remains on academic probation beyond 2 terms, quarters, or semesters.

When a student has failed to maintain prescribed standards of progress, VA must be informed promptly **WITHIN 30 DAYS** so that benefit payments can be discontinued in accordance with the law. The termination date assigned by the school will be the last day of the term or other evaluation period in which the student's progress became unsatisfactory.

SUSPENSION

Unsatisfactory progress ([Academic Suspension](#)) must be reported to VA as a termination. Terminate the semester the student is suspended.

If suspension follows the fall semester, for example, terminate fall semester and select “Unsatisfactory Attendance, Conduct, or Progress” as the reason.

Enrollment Manager (EM) will insert the end date of the term as the default termination effective date. You can change the default end of term date if it isn't the correct date.

SUSPENSION

If a student successfully petitions the dismissal, is readmitted, and is already certified the subsequent term, **don't terminate the student.**

Instead, annotate the student's file that the student was **dismissed and readmitted** following a successful appeal.

If enrollment status changed the subsequent term, be sure to amend the credit for the term.

When you submit the termination, **please review future terms in Enrollment Manager (EM)** to ensure that they are addressed accordingly (remain the same or needs amending/terminating).

RECERTIFICATION

A school's [standards of progress](#) must include specific conditions a Veteran or eligible person is required to satisfy to permit recertification for VA benefits after being terminated (for benefit purposes) because of unsatisfactory progress or conduct.

When a school recertifies a student's enrollment to VA after a termination due to unsatisfactory progress or conduct, it is presumed the school has established that there is a reasonable likelihood that the student will be able to maintain satisfactory progress and conduct in the future.

RECERTIFICATION

Upon recertification to VA, the school's certifying official should maintain in the student's file a statement that describes the conditions for the student's continued certification to VA. These conditions should prescribe the minimum performance standards to be achieved by the student during the next enrollment/evaluation period.

To initiate action by VA to determine whether further payments of VA educational assistance allowance should be authorized, the student must submit a specific request for resumption of VA benefits following an interruption due to unsatisfactory progress or conduct. Requests may be submitted on VA Form 22-1995 or VA Form 22- 5495.

GRADUATION

Schools are required to report graduation or program completion information to VA. Once a student graduates from a degree program or completes a Non-College Degree program, you should submit a Notice of Change in Student Status.

If the student is graduating from a degree program, “Graduation” should be selected as the termination reason.

If the student is completing a Non-College Degree program, "End of Term or Course" should be selected as the termination reason. The last date of the term selected will be pre-populated as the date of termination.

GRADUATION

Unlike in VA-ONCE, if subsequent terms were previously certified, Enrollment manager (EM) **will not prompt you to address those enrollments. Ensure that the certified information is accurate.**

‘Graduation’ or ‘End of Term or Course’ should only be reported for students who completed their program while using benefits at the time they completed all required courses in their program of study.

Questions

QUESTIONS?