

The Basics

COMPLIANCE SURVEYS



Compliance Surveys

- What are they?
- How do we select schools?
- How do we select the students' files?
- What do we review?
- What do we do when we find errors?
- How we keep records

What is a Compliance Survey?

VA's program to insure the integrity of the GI Bill and help schools serve their veterans students.



How Do We Select Schools for Our Schedule?

According to Section 3693(a) of 38 USC,

- Each year VA will review:
 - 100% of private for profit IHL and NCD schools
 - 100% of 300+ schools
 - 100% of Non-Degree granting schools (OJT, Flight, Correspondence, Apprenticeship)
 - 10% of institutions with 299 or less VA students enrolled (not in the above categories)

How Do We Arrange Our Visits to Your Campus?

We schedule all schools in advance, trying to avoid busy periods where possible. We call you a week or two in advance to make an appointment and follow up with a confirmation letter.

Note: SAAs are currently providing assistance with Compliance Surveys instead of Supervisory Visits

How Do We Select the Files to Review?

- We randomly select an appropriate number of cases from a listing of the VA students currently receiving benefits at your school.
- **Files Requested:**
 - Student academic files
 - VA files
 - Financial Aid files
 - Student payment records
 - Transcripts
 - Degree audits (occasionally)



How Do We Review at Institutes of Higher Learning (IHLs)?

Checklist for IHLs:

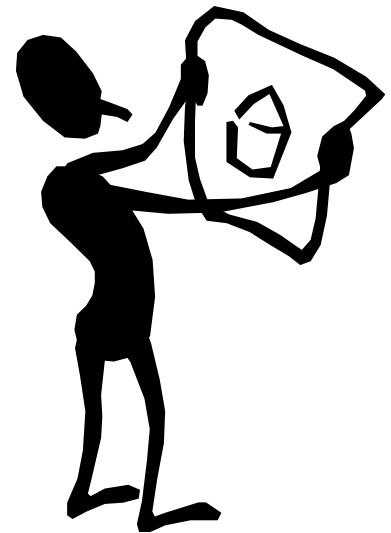
- Transcripts (unofficial copy)
- Prior Training Credit
- VA documents
- Advertising material
- Tuition and Fee charges
- Student Account Records for Chapter 33
- Degree plans (past and present)
- Notify Business Office of visit

How Do We Review at Non College Degree Schools?

- We review the same records as the IHLs with the exception of tutorial assistance
- We review attendance records to insure that approved standards of attendance are being enforced.

What Do We Do When We Find Errors?

- We discuss each error with you as we find them. Once the visit is completed we sit down with you to go over the findings. After our return to the office, an official letter detailing our findings is mailed to your school's chief officer.
- Discrepancies are sent to claims processing for corrections



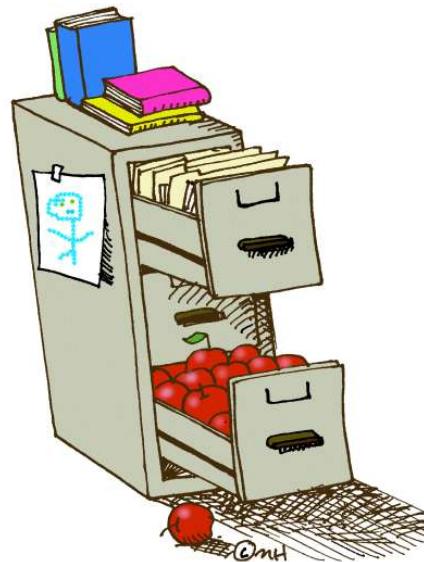
Areas of Concern

- Program approval
- Course applicability to degree plan
- Prior credit evaluated
- Term dates certified accurately
- Credit, Clock, Remedial/Deficiency certified accurately
- Student status changes (within 30 days)
- School's Academic Policies enforced
- Tuition, Fees, Yellow Ribbon reported accurately
- Chapter 33 funds posted or returned incorrectly



How Long Must We Keep Records?

- Keep records for **three years** after each VA student's last day of attendance





Authorization to View Students Records

Title 38 United States Code, Section 3690(c)

Notwithstanding any other provision of law, the records and accounts of educational institutions pertaining to eligible veterans or eligible persons....as well as the records of other students which the Secretary determines necessary to ascertain institutional compliance with the requirements of such chapters, shall be available for examination by duly authorized representatives of the Government.

Questions?

