

School Procedures Questionnaire

How are VA student files maintained?	
How is the School Certifying Official (SCO) notified of changes in enrollment, to include suspension or graduation?	
Is your facility approved for GI Bill Advanced Payments, what process does the facility have in place for safeguarding and distributing the payment?	
Are any programs or courses offered at your facility provided by another school or entity under contract?	
Does your facility offer independent study courses, cooperative courses, or correspondence courses?	
Do any students receive VA tutorial assistance (VA Form 22-1990T)? If so, how are tutors selected?	
Do any students participate in VA Work Study program? If so, also attach Work Study job description.	
Does your facility exercise power of attorney authority to negotiate educational assistance checks on behalf of any VA students?	
If your school participates in the VA Chapter 33 Yellow Ribbon Program, please describe how you determine the Yellow Ribbon amount you report on a student's VA Chapter 33 certification, and how you maintain a student participant roster?	

Name of Individual Completing This Form	
Title of Individual Completing This Form	
Signature of Individual Completing This Form	
Name of Facility	
Facility Code	