

Policy Name: Establishing Principles of Excellence - Military

Policy Number: ADM 4.07

Title of Policy Owner: Dean of Finance

Approved by: Policy Committee/Administrative Cabinet

Effective Date: 08/01/2016

Version:

Policy Status:

I. Policy

II. Purpose

To acknowledge Bon Secours Memorial College of Nursing's commitment to comply with Establishing Principles of Excellence for Educational Institutions Serving Service Members, Veterans, Spouses, and Other Family Members that recognizes the importance of transparency when providing students with outcome measurements, financial disclosure documents and enhanced enforcement and compliance mechanisms.

III. Scope

SOURCE: VA Certifying Official

IV. Definitions

V. Policy Details

On April 27, 2012, President Obama signed Executive Order 13607. This executive order encourages institutions of Higher Education to recognize the importance of transparency when providing students with outcome measurements, financial disclosure documents and enhanced enforcement and compliance mechanisms.

Bon Secours Memorial College of Nursing (BSMCON) agrees to comply with the Principles of Excellence Order and commits to:

(a) prior to enrollment, provide prospective students who are eligible to receive Federal military and veterans educational benefits with a personalized

and standardized form, as developed in a manner set forth by the Secretary of Education, working with the Secretaries of Defense and Veterans Affairs, to help those prospective students understand the total cost of the educational program, including tuition and fees; the amount of that cost that will be covered by Federal educational benefits; the type and amount of financial aid they may qualify for; their estimated student loan debt upon graduation; information about student outcomes; and other information to facilitate comparison of aid packages offered by different educational institutions;

BSMCON has implemented a personalized and standardized cost form, Financial Aid Disclosure, in the “Shopping Sheet” format developed by the Department of Education (used beginning 2013-2014 award year).

This “Financial Aid Disclosure” provides personalized award information to all admitted students, including veterans, service members and family members. It is provided electronically via a link in the student’s Financial Aid Portal and is aid year specific.

(b) inform students who are eligible to receive Federal military and veterans educational benefits of the availability of Federal financial aid and have in place policies to alert those students of their potential eligibility for that aid before packaging or arranging private student loans or alternative financing programs;

(c) end fraudulent and unduly aggressive recruiting techniques on and off military installations, as well as misrepresentation, payment of incentive compensation, and failure to meet State authorization requirements, consistent with the regulations issued by the Department of Education (34 C.F.R. 668.71-668.75, 668.14, and 600.9);

(d) obtain the approval of the institution's accrediting agency for new course or program offerings before enrolling students in such courses or programs, provided that such approval is appropriate under the substantive change requirements of the accrediting agency;

(e) allow service members and reservists to be readmitted to a program if they are temporarily unable to attend class or have to suspend their studies due to service requirements, and take additional steps to accommodate short absences due to service obligations, provided that satisfactory academic progress is being made by the service members and reservists prior to suspending their studies;

(f) agree to an institutional refund policy that is aligned with the refund of unearned student aid rules applicable to Federal student aid provided through the Department of Education under Title IV of the Higher Education Act of 1965, as required under section 484B of that Act when students withdraw prior to course completion;

(g) provide educational plans for all individuals using Federal military and veterans educational benefits that detail how they will fulfill all the requirements necessary to graduate and the expected timeline of completion; and

(h) designate a point of contact for academic and financial advising (including access to disability counseling) to assist service member and veteran students and their families with the successful completion of their studies and with their job searches.

REFERENCE: VA Executive Order 13607; Dear Colleague Letter: GEN-12-17 (Publication Date August 30, 2012)

VI. Attachments

VII. Related Policies

VIII. Disclaimers

- a. Nothing in this policy creates a contractual relationship between Bon Secours Memorial College of Nursing (BSMCON) and any party. BSMCON, in its sole discretions, reserves the right to amend, terminate or discontinue this policy at any time, with or without advance notice.

IX. Version Control

Version	Date	Description	Prepared by