

**ALABAMA
STATE
APPROVING
AGENCY**

2022 AVAA Conference

THE PRIMARY FOCUS OF THE SAA

To ensure quality instruction, appropriate administration, and fair and equitable practices for every veteran and eligible person utilizing VA Education benefits.

We do this by:

- Reviewing, evaluating and approving quality programs of education and training under State and Federal criteria
- Conduct on-site technical and compliance visits to approved education and training facilities or to those seeking approval
- Catalog/program approval



SAA RESPONSIBILITIES

- The approval of programs of education.
- Each SAA has jurisdiction over the schools within their state. We must inspect and review programs within our respective states to ensure they meet the requirements of title U.S.C. 38 Chapter 36 and state criteria.
- Approve programs of education at branches for out-of-state schools when the main campus is located in another state.
- Conduct Risk-Based Surveys as assigned by the VA.
- Provide technical assistance to ensure accurate enrollment and management of veteran records.



SAA RESPONSIBILITIES

- Require any education or training establishment desiring approval to submit an application and provide evidence they meet the legal requirements for approval.
- Notify the education or training establishment and VA after determining whether or not a program meets the requirements for approval.
- Responsible for notifying VA of each amendment, modification, or withdrawal of any approval.
- Provide outreach services to veterans and prospective institutions and programs



WHAT DO WE APPROVE?

- Institution of Higher Learning (IHL)
 - New IHL to the State
 - With/without Non-College Degree (NCD) programs
 - Branch and extension campuses
- NCD (Standalone Schools)
- OJT and Apprenticeships
- Part 141 and 142 Training Center (Flight School)
- High School (Private and Public)
- License and Certification Test
- Contracted programs must be approved by the SAA

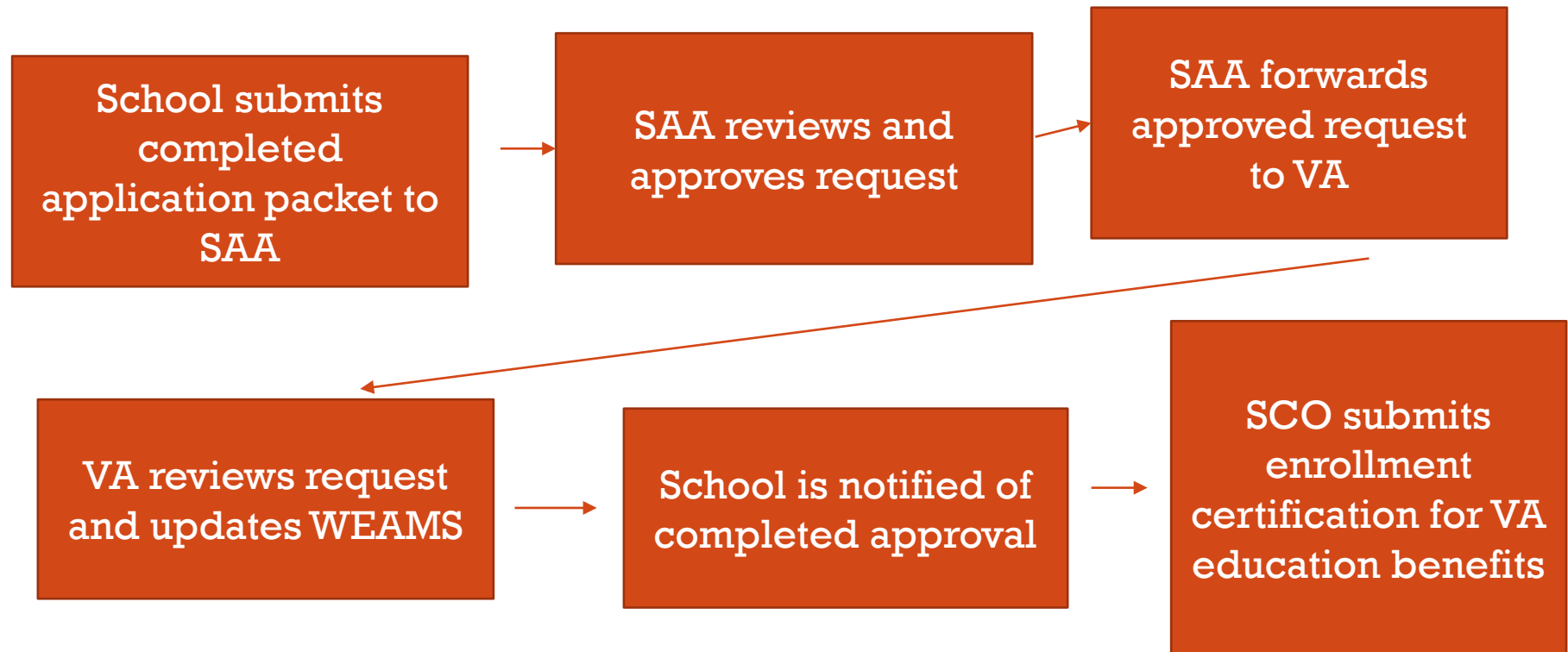


TYPES OF APPLICATIONS

- Approval of New IHL & NCD Institution
- Branch and extension campus
- Catalog Approval
- New or Modified Program Approval
 - New programs must be approved before you certify any students
- Apprenticeship and On-Job-Training (OJT)
- Flight School
- Licensing Certification Test



APPROVAL PROCESS



HOW TO RECEIVE AN APPLICATION

To obtain the appropriate application contact:

Email: saa@accs.edu

Laura Taylor

334-293-4664

Kim Minniefield

334-293-4503





**SAA TECHNICAL
VISITS**

A visit in an official capacity to determine the quality and accuracy of student veteran benefit processing, as well as ensuring compliance to all approval criteria.

BILLING LEDGERS

- Make sure your billing ledgers accurately reflect the percentage of Ch. 33 benefits, i.e. 70%, 80%, 90%, etc...
- Double check the percentage after payment is received.
- Make sure the billing is updated, if the percentage changes.
- Immediately process additional refunds, if necessary.
- They should show ALL charges, payments, credits, waivers, refunds, etc...
- VA payments should be clearly noted.



WEAMS

- With the changes to 85/15, your WEAMS report should match what is reported on 85/15.
- SAA still will not approve individual concentrations, but the VA requires 85/15 to be broken down by individual concentrations.



O*NET CODES

- An O*Net code is required to be submitted for every certificate.
- You can use the website, <https://www.onetonline.org/>.
- There is a search option under “Crosswalks”, where you can search by CIP codes to find the appropriate O*Net code.



GI BILL® TRADEMARK

- Third-party use of the trademark is restricted to the education and training institutions eligible to receive VA education benefits, State Approving Agencies, and recognized Veterans Service Organizations. Parties not identified are prohibited from using GI Bill in any manner that directly or indirectly implies a relationship, affiliation, or endorsement with the Department of Veterans Affairs. Authorized third-parties may use the registered trademark “GI Bill” in print, electronic, radio, digital, or other media as established by the terms of use.
- The trademark symbol “®” should be placed at the upper right corner of the trademarked phrase in the most prominent place at first usage; such as the title of a brochure, form, or the very top of a webpage and the following trademark attribution notice must be prominently visible: “GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at <https://www.benefits.va.gov/gibill>.” Use of the registered trademark symbol is not required each time the mark appears in a single document or on a Web page. However, the symbol should be prominent on all individual documents and Web pages.



VA EMAIL

- This is a public government delivery email list serve. Here you can subscribe to email updates to various VA information including education benefits. Go to this link: <https://public.govdelivery.com/accounts/USVAVBA/subscribe/new>
- You should use the VA Corporate email box, when asking for assistance from the ELR. AL-ELR.VBAATG@va.gov



MISCELLANEOUS

- When errors are found during a compliance survey and/or technical visit, you must go back and correct all files with those errors.
- If actions are taken against your school by your accrediting agency, Department of Education, ACHE, or other federal and state agency, please let us know
- It is recommended to document and make notes about student issues that arise, including calls to the VA Call Center, ELR, SAA, etc...



MISCELLANEOUS

- Make sure you do your due diligence when checking to confirm the courses certified are required as part of the degree plan.
- The VA and SAA will sometimes make unannounced visits to your school.
- When the VA and/or St. George Consulting comes to do a compliance survey, reach out to your colleagues.



MISCELLANEOUS

- Course schedules should denote whether courses are online or residential.
- Course schedules should match your academic calendar. If changes are made to the academic calendar, an addendum should be submitted to the SAA for approval.
- Must have a SCO or POC on site at every branch campus.
- Update the student's VAONCE profile to match their current program.



MISCELLANEOUS

- Military transcripts are **REQUIRED**, just like any other transcript.
- Make sure you pay attention to the section “Notes to School” at the end of your approval letter. SAA uses this section to point out specific items that are of importance to your school.



CONTACT INFORMATION

Alabama State Approving Agency

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QUESTIONS?

