



Policy Name:	Veterans Educational Benefits					
Section Number:	5.08	Section Title:	Student Affairs			
Policy Owner:	Director of Financial Aid		Last updated:	February 2020	Reviewed:	March 2020
Status:	Active		Due for Review:	March 2025		

The Jones County Junior College (Jones College) Office of Veterans Affairs (VA) will adhere to all minimum standards of progress and attendance that apply to veterans and dependents who are attending Jones under Chapters 30, 31, 32, 33, 34, 35, 1606 and 1607 of Title 38, United States Code. The policies are in compliance with directives outlined by the State Veterans Affairs Approving Agency, dated February 26, 1976, and further amended. To be eligible for VA educational benefits, the veteran must meet the requirements and adhere to the policies established by the VA and the State Approving Agency. These requirements may differ somewhat from the policies established by Jones College; however, the veteran must adhere to policies established for all Jones College students.

- I. All school records and accounts pertaining to veterans and eligible persons will be readily available for examination by state and federal officials.
- II. No student will be certified until entrance requirements established by Jones College have been met. The Office of the Vice President of Enrollment Management will be responsible for ensuring that students have met the entrance requirements.
- III. The VA requires Jones College to have on file an official transcript from each college/university that the student previously attended. If the student has never attended a college/university, an official high school or high school equivalency transcript is required. Students meeting Jones College entrance requirements, but who do not have an official transcript for each previously attended college/university on file, may be certified to the VA for two semesters. After two semesters, students who fail to provide an official transcript for each school previously attended will no longer be eligible to have classes certified to the VA.
- IV. A written record will be maintained by the Office of the Vice President of Enrollment Management and will indicate the previous education and training of veterans or eligible persons. When students are admitted to the College, they must declare their intended educational objective with the Jones College Veteran's Affairs Certifying Official.
- V. The Veteran's Affairs Certifying Official will certify to the VA only those courses in which the student enrolls that are applicable to the student's educational objective stated on the Veterans Affairs Request for Enrollment Certification Form. Students requesting to be certified must complete the Request for Enrollment Certification each semester with the Veteran's Affairs Certifying Official. Career students will not be certified for any Work Based Education course.
- VI. Students utilizing GI Bill Educational Benefits may enroll in a Career or Technical Certificate program, Associate in Applied Science degree program, or an Associate in Arts degree program. Students who enroll in an Associate in Arts degree program will follow the curriculum outlined in the general graduation requirements.
- VII. A permanent record will be maintained to show the student's progress for each semester attempted. Students utilizing GI Bill Educational Benefits are required to make satisfactory

progress toward degree requirements. Students who do not make satisfactory progress will be placed on scholastic probation or suspension, as defined per the regulations below.

ACADEMIC PROBATION REGULATIONS

1. Students whose term grade point average at the end of any semester is below a 1.75.
2. Students currently on probation whose term grade point average is below a 2.0 will remain on scholastic probation. Students placed on scholastic probation will be required to meet the Admissions Committee for academic counseling at the beginning of the subsequent semester. Probation may be lifted by achieving a 2.0 term GPA the subsequent semester.

ACADEMIC SUSPENSION

Academic suspension is a penalty imposed after a student has been allowed every reasonable opportunity to make satisfactory progress. The scholastic suspension period will provide an opportunity for students to reconsider their approaches to a college career or to make necessary adjustments in attitudes concerning the academic demands of college life.

Academic Suspension Regulations

1. Students whose term grade point average is below 1.5 while they are on scholastic probation.
2. 2. Students who remain on academic probation for three consecutive semesters.
 - a. A first suspension will be for one semester. (Does not include summer)
 - b. The second suspension will be for one calendar year.
 - I. Failure of the student to notify the Veteran's Affairs Certifying Official in writing within one week of the occurrence of any change in their status that will affect the veteran's eligibility to receive VA education assistance in whole or in part may result in the termination of the student's certification due to unsatisfactory conduct.
 - II. The attendance policy for students utilizing GI Bill Educational Benefits will be the same as that required for all Jones College students. The Veteran's Affairs Certifying Official is notified in writing when a student has accumulated excessive absences as reported by the student's instructor. The achievement of excessive absences as reported by the student constitutes unsatisfactory conduct, and the student's certification will be immediately terminated unless the student appears before the Student Affairs Committee and is, with the approval of the Office of the Vice President of Student Affairs, allowed to continue enrollment for the semester.
 - III. When a veteran or eligible person fails to pay the fees owed to the College in the time that has been specified by the Office of the Vice President of Business Affairs, the veteran's certification will be terminated due to unsatisfactory conduct. The Office of the Vice President of Business Affairs will notify the Office of Veteran's Affairs Certifying Official in writing of the student's nonpayment of fees, and the veteran's certification will immediately be terminated.
 - IV. When any student has been found to be guilty of any misconduct not here before mentioned, the Office of the Vice President of Student Affairs will notify in writing the Office of Veteran's Affairs certifying official, who will immediately terminate the certification of the veteran due to unsatisfactory conduct.
 - V. Tuition and fees for Veterans and dependents utilizing the Post 9/11 GI Bill, Chapter 33, will not be certified to the VA until after the sixth week of the semester.
 - VI. The Jones College Veterans Affairs Office utilizes the College Email System as an official means of communication.