

Act 46 Higher Ed Course Preference for Veterans Policy Checklist

Assurance of Compliance Form	Yes	No	Comments
1. Form is submitted to PDE by November 10, 2014.	X		
2. All fields are complete and accurate.	X		
3. Form is signed by the President or Chancellor of the IHE.	X		
Awareness & Accessibility	Yes	No	
4. Link to Policy Web Address is active and takes user to the policy.	X		
Institution Policy	Yes	No	
5. Applies to all veteran students as defined:	X		
a. The student has served in the United States Armed Forces, including a reserve component and National Guard.	X		
b. The student was discharged or released from such service under conditions other than dishonorable.	X		
c. The student has been admitted to the public IHE.	X		
d. The student resides in Pennsylvania while enrolled in the public IHE.	X		
6. Includes the meaning of "course scheduling preference"	X		
7. Outlines the process by which veteran students take advantage of preferential course scheduling:	X		
a. Student eligibility requirements	X		
b. Process for verifying eligibility, including required documentation and deadlines	X		
c. Course registration schedule	X		
8. Includes a point of contact at the institution.	X		
9. Includes the following statement from PDE: "Act 46 of 2014 requires public institutions of higher education in Pennsylvania to provide veteran students, as defined in the Act, with preference in course scheduling. Non-compliance may be reported to the Pennsylvania Department of Education by submitting the Higher Education Student Complaint form found at www.education.state.pa.us ."	X		
10. Veteran students begin benefitting no later than the Summer 2015 or Fall 2015 course registration period.	X		