

Veterans' Services Office  
PO Box 14007  
Salem, OR 97309-7070  
(503) 399-5004 Fax: (503) 399-3908  
E-Mail: [veterans@chemeketa.edu](mailto:veterans@chemeketa.edu)



## Satisfactory Academic Progress Policy Agreement Academic Year 2017 - 2018

Federal Regulations require colleges to have a written standard of academic progress for students receiving GI Bill® benefits and federal law requires that those benefits be suspended when the student ceases to make satisfactory progress toward completion of their degree or program.

To maintain eligibility for GI Bill benefits, each term you attend Chemeketa, you must achieve a GPA of 2.0 or higher and not receive a grade of "F" for any class you take that you are receiving benefits for. The policy of assigning a grade of "Incomplete" (e.g., "ID" or "IF") is outlined in the "Grading system" section of the college's academic catalog and you should contact your instructor if you have questions concerning these grades.

The **first** term you fail to meet minimum academic standards but continue to make progress toward graduation, you will be placed on **Academic Probation** and your academic status will be reported to the VA. Additionally, you will be informed of your probationary status by an email sent to your Chemeketa email account.

If you fail to meet minimum academic standards for two consecutive terms **OR** you attend a term and receive a grade of "F" for all classes you are enrolled in, you will be considered to be not making satisfactory progress toward completion of your program. **If this happens, your benefits will be suspended with the suspension reported to the VA** as a termination of benefits, effective on the last day of the term. Once suspended, you will no longer be eligible to receive VA educational benefits as a Chemeketa Community College student. You will be informed of your suspended status by an email sent to your Chemeketa student email account and/or a letter sent to your address of record. This is in addition to any action taken by the VA regarding repayment of benefits paid to you during the term you failed to meet minimum academic standards.

Your benefits may also be suspended if, based on your grades and/or GPA, you become academically ineligible to continue in the Chemeketa degree or certificate program you are pursuing.

To clear your suspended status you must complete a term at Chemeketa while not receiving VA benefits, achieve a 2.00 GPA or higher, pass all of your classes, and enroll at the same status (full-time, 3/4 time, half-time, etc., for Chapter 30, 35, or 1606) or rate of pursuit (Chapter 33) as the term in which you were suspended. All classes you take must apply toward your Chemeketa degree or program. Once you clear your suspended status, you may request retroactive certification for the term you completed without benefits.

**APPEALS:** Suspended students who believe mitigating circumstances impacted their ability to meet the academic standards outlined above have the right to appeal their suspension. Appeals **MUST** be in writing and be submitted within 30 days of the end of term. Appeal forms may be obtained from the Chemeketa Veterans' Services Office. Acceptable mitigating circumstances include, but are not limited to, illness or death in the student's immediate family, student illness or injury, an unavoidable change in the student's employment conditions, and unanticipated military service. Documentation of mitigating circumstances should be included with any appeal form.

**Questions on Chemeketa's Academic Progress policy should be directed to the Veterans' Services staff.**

**I have read and fully understand the Chemeketa Academic Progress Policy for students receiving GI Bill Benefits.**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

K#: \_\_\_\_\_

Date: \_\_\_\_\_