

Milan Express Driving Academy (MEDA)

Veteran Student Addendum 2007-2008

This catalog addendum applies to those students receiving U.S. Department of Veterans Affairs education (GI Bill) benefits while attending MEDA. Please acknowledge by your signature below that you have read and understand the information in this addendum; and have received, read and understand the school's policies, rules and regulations.

Conduct Policy: Students must conduct themselves in a respectable manner at all times. Disruptive or inappropriate behavior as delineated in the school catalog and rules/regulations, or as deemed unsatisfactory conduct by school officials will result in termination of veterans education benefits, and possible dismissal from MEDA. Re-admittance after conduct dismissal will be at the discretion of the school Program Director.

Academic Progress Policy: Students receiving veterans education benefits must meet the school Satisfactory Progress Policy as stated in the catalog. An evaluation and discussion of progress is held with each student weekly. Students must maintain a "C" average (77%) or better for each weekly period or GI Bill benefits will be terminated and the student will be subject to dismissal from school. If suspended, the student must wait 90 days to reapply for admission. Certification to VA for payment will not be resumed until satisfactory academic progress is resumed.

Attendance Policy: Students are expected to attend all classes. If circumstances prevent attendance at a particular class, prior notification is expected. A student missing 10 hours (one class day) will be placed on attendance probation. Upon reaching 20 hours of absences (two class days), veterans education benefits will be terminated and the student will be suspended. Students whose absences result from **authorized** mitigating circumstances, as determined by the school Program Director and explained in the catalog, will not have their education benefits terminated. Students whose veterans education benefits have been terminated for unsatisfactory attendance may be recertified only after being readmitted and regaining satisfactory attendance as determined by the school Program Director.

Prior Credit Policy: Previous training and experience will be considered, and granted if appropriate, for veterans and other eligible students. Veterans must submit a copy of their DD-214 discharge certificate, and request that transcripts from all previous postsecondary schools attended be forwarded to MEDA.

Pro-Rata Refund Policy for VA Students: MEDA has a pro-rata refund policy for the refund of the unused portion of tuition, fees and other charges in the event the veteran or eligible person fails to enter the course or withdraws or is discontinued therefrom at any time prior to completion. The school will retain \$10.00 of the \$175.00 registration fee, with the remaining amount subject to proration.

Student Signature/Date

Printed Name