

Student Responsibilities

Students are responsible for keeping their own records and for knowing the University's policies and regulations, those of a general nature as well as those pertaining to their particular program of study. The ultimate responsibility for the student's academic program and orderly progress through the University curriculum rests with the student. If anyone advises a student contrary to the University's stated policies and regulations, the student should consult the dean of the school involved or the registrar.

ACADEMIC REGULATIONS FOR VETERANS AND DEPENDENTS

Academic regulations for veterans and dependents of veterans are administered by the Veteran Success Center. Eligible veterans and dependents receive monthly payments for their entitlement based on the course work for which they enroll. In compliance with U.S. Veterans Administration regulations, students who receive educational benefits from the VA must meet and maintain certain standards. Students must select courses with care, making certain that each course meets VA requirements. For this reason, students receiving VA educational benefits are required to consult with their academic advisors and submit a copy of a matriculated and signed degree plan to the Veteran Success Center in order to receive their VA

educational benefits. Students must notify the Veteran Success Center of their continued enrollment every semester and also of any changes in their registration during the semester. The following are the requirements that must be met in order to receive VA monthly payments:

No course may be taken as a remedial, deficiency or refresher course without proper documentation. Each course must fulfill a requirement for graduation in the degree program.

No course may be taken as an "audit" course.

No course may be a repeat of a course for which credit has already been received

Each course must be completed and assigned a grade that will be used to compute GPA and count toward the degree. Withdrawal from courses without mitigating circumstances and with the result of no credit or grade being awarded will cause benefits to be terminated retroactively from the beginning date of the semester, creating an over-award and the possible obligation to repay the Veterans Administration.

All students receiving VA educational benefits must present a Certificate of Eligibility to the Veteran Success Center. Veterans utilizing the Chapter 31, Vocational Rehabilitation and Employment program, must present a VA Form 22-1905 to the Veteran Success Center. Additionally, all veterans receiving VA educational benefits must also present a DD 214 and a Joint Service Transcript to the Veteran Success Center.

All students receiving VA educational benefits must maintain "satisfactory progress" by achieving the required minimum cumulative GPA, based on the total hours attempted.

To ensure satisfactory progress, transcripts of those students receiving VA benefits will be monitored at the end of each semester. Should the student complete a semester with a GPA below the required minimum, a warning notice will be given to the student advising that satisfactory progress is not being maintained and that he/she will be placed on academic probation for one semester. A student who incurs academic probation for two consecutive semesters or who incurs academic suspension for any semester shall be reported to the VA regional office as making unsatisfactory progress. VA benefit payments will be terminated due to unsatisfactory progress. A student whose benefits are terminated because of unsatisfactory progress, and who is permitted to re-enroll in the University, must apply to the Veterans Administration to request reinstatement of educational benefits.

Vocational Rehabilitation

The Texas Rehabilitation Commission offers assistance for tuition and required fees to students having certain physical or emotional handicaps, provided vocational objectives selected by the handicapped persons have been approved by appropriate representatives of the commission. Through this state agency other rehabilitation services are available to assist handicapped persons to become employable. Applications for assistance should be made to the nearest rehabilitation office.