



VETERANS AFFAIRS VIRTUAL COURSE GUIDELINES

Students receiving Veterans Affairs Educational Benefits (Chapters 30, 1606, 1607, 35) may be eligible to receive payment for Virtual Campus courses. Students receiving Chapter 31 (VA Voc Rehab Program) must get approval from their VA Case Manager for Virtual Courses.

Students who are eligible to receive certification of Veterans Affairs educational benefits and wish to enroll in Internet or Telecourses at Central Piedmont Community College **are required** to meet the following mandated guidelines:

1. The student must have **completed 12 credit hours of graduation requirements**.
2. The student must also have a **GPA of 2.00** prior to enrolling in the Internet courses and at least a **2.0 GPA** at the end of each term to continue eligibility.
3. **Remedial courses** that are offered as Internet or Telecourses are **not eligible** for certification for Veterans Affairs educational benefits. Remedial courses are courses with numbers less than 100 such as MAT 060, RED 080, ENG 090, etc. Remedial courses must be taken in classroom settings for VA certification.
4. The courses must be **required** and count toward graduation either as core courses or as electives.
5. Students must provide CPCC's VA Office with a **valid email address** and any changes to that address throughout the semester.

MANDATORY ATTENDANCE REQUIREMENTS

You must attend the Distance Learning Online Orientation sessions (if applicable) and communicate with the instructor at least every two weeks through email or by submitting required coursework. At the end of each month, **an email must be submitted by you** (not the instructor) to the VA Certifying Official (Sandee Patton at sandee.patton@cpcc.edu) confirming that you are participating regularly in the Virtual Course. If you fail to send the required verification of attendance email at the end of each month, then your educational benefits will be reduced to reflect the adjustment in credit hours. You must remain in compliance with the attendance emails to remain eligible for future certification of Virtual Courses.

If you are receiving Chapter 31 VA Voc Rehab Benefits, you must submit an email to Kelly Dyer, Assistant Director Financial Aid/Veterans Affairs at kelly.dyer@cpcc.edu.

In any case where special circumstances should be considered, contact the Veterans Affairs Certifying Official. The Guidelines stated above are approved and mandated by the Veterans State Approving Agency.

For questions or additional information, please contact:

Sandee Patton
VA Certifying Official
Office Location: Central High, Room 209
Telephone: (704) 330-6267
sandee.patton@cpcc.edu