

Principles of Excellence Demonstration of Compliance

Executive Order 13607, signed April 27, 2012, by the President of the United States, established Principles of Excellence (POE) for educational institutions serving service members, veterans, spouses, and other family members. Eight Principles of Excellence are described in the Order.

Compliance with the POE is intended to ensure an institution provides meaningful information to prospective and current military associated students about the financial cost and quality of the institution; assist those students in making choices about how to use their Federal educational benefits; prevent abusive and deceptive recruiting practices that target the recipients of Federal military and veterans educational benefits; and ensure that the institution provides high-quality academic and student support services to the respective group of students.

CSU Channel Islands (CI) complies with the Principles of Excellence. Demonstration of compliance is provided as follows:

Principle of Excellence	How We Comply
<p>1. Prior to enrollment, provide prospective students who are eligible to receive Federal military and veterans educational benefits with a personalized and standardized form, as developed in a manner set forth by the Secretary of Education, working with the Secretaries of Defense and Veterans Affairs, to help those prospective students understand the total cost of the educational program, including tuition and fees; the amount of that cost that will be covered by Federal educational benefits; the type and amount of financial aid they may qualify for; their estimated student loan debt upon graduation; information about student outcomes; and other information to facilitate comparison of aid packages offered by different educational institutions</p>	<p>CI provides a personalized and standardized form called the "Financial Aid Shopping Sheet" to all first-time freshmen and post-baccalaureate prospective students inclusive of service members, veterans or family members. The Financial Aid Shopping Sheet is a standardized form that is designed to simplify information that prospective students receive about costs and financial aid so they can make informed decisions about which postsecondary institution to attend. This includes grant and scholarship amounts, net costs, graduation rates, loan default rates, median borrowing, and estimated monthly loan payments after graduation.</p>
<p>2. Inform students who are eligible to receive Federal military and veteran's educational benefits of the availability of Federal financial aid and have in place policies to alert those students of their potential eligibility for that aid before packaging or arranging private student loans or alternative financing programs.</p>	<p>CI emails all identified prospective students information regarding the availability of federal and state financial aid and VA benefits. Upon receipt of admission application, additional information is provided detailing the steps to apply for financial aid or VA benefits at the college to those applicants who declare their intent to utilize those benefits. Similar information is posted on the college's financial aid webpage.</p>
<p>3. End fraudulent and unduly aggressive recruiting techniques on and off military installations, as well as misrepresentation, payment of incentive compensation, and failure to meet State authorization requirements, consistent with the regulations issued by the Department of Education (34 C.F.R. 668.71-668.75, 668.14, and 600.9).</p>	<p>CI does not, and has never, conducted fraudulent or aggressive recruiting on or off military installations or in any other venue, nor do we misrepresent ourselves, our programs or our mission. We do not pay incentive compensation to anyone for recruiting actions. We meet all State authorization requirements consistent with those issued by the Department of Education.</p>
<p>4. Obtain the approval of the institution's accrediting agency for new course or program offerings before enrolling students in such courses or programs, provided that such approval is appropriate under the substantive change requirements of the accrediting agency.</p>	<p>CI is accredited by the Accrediting Commission for Senior Colleges and Universities of the Western Association of Schools and Colleges (WASC). WASC does not approve new degree programs. The campus Curriculum Committee formulates, reviews and recommends general University curriculum policies and procedures including degrees, programs, majors, minors, options, emphases, credentials, certificates, courses, program reviews and any other academic related policies, procedures, and issues. Course and program development is covered by numerous senate policies. Forms under committee review include: Course Proposal, Course Modification, Course Inactivation, Change to Academic Master Plan Proposal, Program Proposal for Degree and Credentials, Program Modifications or Updates, Certificate Proposal and Minor Proposal. The Curriculum Committee makes recommendations to the Academic Senate for the adoption of each annual phase of revision of the Academic Master Plan. Approved degree programs (including course lists) are sent from the campus President to the California State University Chancellor's Office for final review and inclusion in our campus Master Plan.</p> <p>http://www.csuci.edu/accreditation/ http://senate.csuci.edu/comm/curriculum/</p>

<p>5. Allow service members and reservists to be readmitted to a program if they are temporarily unable to attend class or have to suspend their studies due to service requirements, and take additional steps to accommodate short absences due to service obligations, provided that satisfactory academic progress is being made by the service members and reservists prior to suspending their studies.</p>	<p>Admitted students will be able to roll over their application during the duration of their compulsory service that prohibits them from attending CI as planned. Admitted applicants will retain the catalog rights for the original year for which they were admitted. They will also be granted an extended leave of absence and must begin attending CI within 12 months after being released from compulsory duties. Students should notify the CI admissions office of their plans for returning to campus as soon as possible. Students must submit to the admissions office proof of compulsory service that prohibits them from attending CI prior to departure or within 12 months after being released from compulsory duties. Reservists must show proof by providing activation orders; active duty military must provide a letter from a commanding officer.</p>
<p>6. Agree to an institutional refund policy that is aligned with the refund of unearned student aid rules applicable to Federal student aid provided through the Department of Education under Title IV of the Higher Education Act of 1965, as required under section 484B of that Act when students withdraw prior to course completion.</p>	<p>CI follows the refund policy required for Title IV funding. Pursuant to T.C.A. § 49-7-2301 and 49-7-2302, students called to active military or National Guard service during the term are entitled to a 100% adjustment or credit of mandatory fees.</p>
<p>7. Provide educational plans for all individuals using Federal military and veterans educational benefits that detail how they will fulfill all the requirements necessary to graduate and the expected timeline of completion.</p>	<p>When applying for admission each student veteran's transcripts are provided an official evaluation of transfer. Students can receive up to 30 units for free electives based on ACE recommendations. The CARR is an electronic report that outlines General Education, Graduation, Major and Minor requirements for students. The report is located in the Student Center. Students use their CARR to prepare for advising appointments and review it regularly to complete degree requirements at CI.</p>
<p>8. Designate a point of contact for academic and financial advising (including access to disability counseling) to assist service member and veteran students and their families with the successful completion of their studies and with their job searches.</p>	<p>The Veterans Affairs Program performs numerous seminars on personal finances and academic skills workshops each semester. The VAP assists students with career planning and provides paid internships to a minimum of ten student veterans each academic year. Monica Rivas is the Academic Advisor for military and veteran students. Monica can be contacted at Monica.rivas@csuci.edu. Valeri Cirino-Paez is the contact for Disability Resource Programs and can be contacted at Valeri.cirino@csuci.edu.</p>