



APPLICATION FOR APPROVAL OF ACCREDITED COURSES

Instructions: Submit the application electronically to: mosaa@dese.mo.gov
 Attach to this application the information listed under Part IV.

PART I - APPLICANT INFORMATION

Approval sought for accredited courses for persons who are eligible in the following program or programs:

- Veterans' Education Vocational Rehabilitation

NAME OF THE SCHOOL	DATE OF THIS APPLICATION
ADDRESS OF SCHOOL	TELEPHONE NUMBER

PART II - GENERAL INFORMATION

Check applicable statement(s):

1. Courses offered by applicant have been approved by _____
(ACCREDITING AGENCY OR ACCREDITING ASSOCIATION)
2. Credit for the course is approved by the Missouri Department of Elementary and Secondary Education for credit toward a high school diploma; or
3. Such courses are conducted under Sections 11-28 of Title 20, United States Code (Federal Vocational Acts); or
4. Courses conducted by applicant are accepted by the Missouri Department of Elementary and Secondary Education for credit toward a teacher's certificate.

PART III - CERTIFICATION

Reference: Missouri Code of State Regulations, CSR 20-500.370

1. Adequate records are kept by the school to show the progress of each veteran or eligible person.
2. The school maintains a written record of previous education and training of the eligible person which clearly indicates that appropriate credit has been given by the school for previous education and training, with the training period shortened proportionately, and the person and (for veterans) the Department of Veterans Affairs.
3. The school enforces a policy relative to standards of conduct and progress required of the veteran or eligible person.
4. The school maintains adequate attendance records for veterans and eligible persons enrolled in resident courses not leading to a standard college degree.
5. The information contained in this application and attachments is true and correct.

NAME AND TITLE OF AUTHORIZED OFFICIAL (TYPE OR PRINT)	SIGNATURE OF AUTHORIZED OFFICIAL
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PART IV • ADDITIONAL INFORMATION TO BE SUBMITTED WITH THE APPLICATION

Submit an electronic copy of the school's catalog or bulletin which is certified as true and correct in content and policy by an authorized owner or official of the school. The catalog or bulletin must contain the following:

1. Policy and regulations relative to standards of progress required of the student by the institution. This policy will define or describe the:
 - a. grading system of the institution,
 - b. minimum grades considered satisfactory,
 - c. conditions for interruptions for unsatisfactory grades or progress,
 - d. probationary period, if any, allowed by the institution,
 - e. conditions of re-entrance for those students dismissed for unsatisfactory progress,
 - f. progress records kept by the institution and furnished the student.
2. Policy and regulations relating to:
 - a. Student conduct
 - b. Conditions for dismissal for unsatisfactory conduct
3. Policy and regulations for courses not leading to a standard college degree relating to:
 - a. Student attendance
 - b. Conditions for dismissal for unsatisfactory attendance