Title 38, U.S. Code 3675, 3676

COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF HIGHER EDUCATION
OFFICE OF VETERANS EDUCATION
STATE APPROVING AGENCY
454 BROADWAY, SUITE 200, REVERE, MA 02151
(617) 391-6072   FAX (617) 727-0667

NEW BRANCH APPROVAL (SAA)
Private NCD

The school must complete and submit an application for <u>each educational program</u> for which the school requests approval for veterans training <u>at this branch location</u>. Title 38, U.S. Code requires that educational institutions and their branches be approved by the State Approving Agency (SAA) prior to certification of enrollment of eligible students to the U.S. Department of Veterans Affairs (VA).

1. Name of School Making Application _____

2. Branch Location (list only one).

    Name _____

    Address _____

3. Other Identifiers of Branch Location (i.e., room number(s) or name(s), name of building or business, etc.). Be specific.

    _____

    _____

4. On-site Contact Person at this Branch Location.

    Name _____   Telephone Number (including area code) _____

    Title _____   Time Available _____

5. Describe in detail the plans and provisions the parent institution has to monitor and provide oversight of the administration and educational process at this branch location that will ensure the school's policies and standards of educational quality are followed and maintained. (Use additional sheets as necessary.)

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6. List the Name, Length in Clock Hours and Starting Date at this location of the <u>program(s)</u> for which you are requesting approval for veterans training.

Name	Length	Starting Date at this Location

7. Attach a copy of the curriculum for the program(s) listed in item #6. Include the name, course number, course description and length in clock hours of each subject included in the program.

I certify that the above information is complete, true and correct to the best of my knowledge.

_____
Name of School Official

_____
Title

_____
Signature of School Official

_____
Date