

October 21, 1999

MEMORANDUM

To: Presidents
Chief Student Services Officers
Veterans Affairs Officers

From: Steve Scott, Executive Vice President

SUBJECT: BENEFITS FOR VETERANS AFFECTED BY HURRICANE FLOYD

This information is provided to assist you with services to veteran students whose benefits may be affected by Hurricane Floyd. Based on our discussions with James Little, Executive Director of the NC State Approving Agency (NCSAA), Presidents and certifying officials should take the following actions:

1. Colleges that were closed for more than five (5) days must certify the closing in a letter to Mr. P. K. Courtney, Acting Director, VA Regional Processing Office. The envelope is to be addressed to *Ms. Paula Moore, VARO (27A), 251 North Main Street, Winston-Salem, NC 27155*. The letter is a request for "continued benefits to VA students during a closed period" and should include:
 - * Reason for college closing
 - * How days will be accounted for in the current calendar or what changes will occur in the new calendar
2. Colleges that change the end of term date, even if less than five(5) days, must notify and request approval from the N.C. State Approving Agency (NCSAA) and the Regional Processing Office. (Letters to the Regional Processing Office should be mailed to Ms. Moore in Winston-Salem.) Include in your request for approval a copy of the new calendar.
3. For veterans who withdraw from courses due to hurricane related circumstances, certifying officials **must** include in the remarks section of DVA form 22-1999b a statement indicating that the withdrawal was due to Hurricane Floyd or circumstances associated with Hurricane Floyd.

If you have further questions, please contact Mr. James Little, NCSAA, at 919/733-7535 or jlit@ga.unc.edu.

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