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| **S:\DVS Branding Materials and Logos\SAA Logos\DVS_VETE_StateApprovingAgency_Logo.jpg**  |
| ***Request for an Application to Provide Training to Veterans and Other Eligible Persons*** |
| ***Note: Federal agencies must be approved directly by the U.S. Department of Veterans Affairs. If your facility is a federal agency, please do not fill out this form. Please contact us at*** ***saa@dvs.virginia.gov*** ***for the DVA point of contact.*** |
| **Date of Request:**  |
| **Facility Name:** |
| **Address:** |
| **City:** |
| **State:** | **Zip Code:** |
| **Contact Person:**  |
| **Phone Number:** |
| **Fax Number:** |
| **Email :** |
| 1. **Is your facility an apprenticeship or on-the-job training (OJT) establishment?**
 |
| **[ ]  No** | **[ ]  Yes, OJT** **[ ]  Yes, registered apprenticeship (paid employee job training)****[ ]  Yes, registered apprenticeship (related classroom instruction)****[ ]  Yes, non-registered apprenticeship** |
| ***If you checked any of the “yes” boxes above, you are done with this form. Please email it to*** ***saa@dvs.virginia.gov*** |
|  |
| 1. **Do you *own* (not just offer) a licensure or certification test?**
 |
| **[ ]  No** | **[ ]  Yes, governmental****[ ]  Yes, non-governmental** |
| ***If you checked any of the “yes” boxes above, you are done with this form. Please email it to*** ***saa@dvs.virginia.gov*** |
|  |
| 1. **Is your facility an accredited high school? (Private High School-**[**Accredited**](https://www.vcpe.org/)**)**
 |
| **[ ]  No** | **[ ]  Yes** |
| ***If you checked “yes” above, you are done with this form. Please email it to*** ***saa@dvs.virginia.gov*** |
| 1. **Is your school accredited by an accrediting agency recognized by the U.S. Department of Education?** [**https://www.chea.org/chea-usde-recognized-accrediting-organizations**](https://www.chea.org/chea-usde-recognized-accrediting-organizations)
 |
| **[ ]  No** | **[ ]  Yes** |
| 1. **If you answered “yes” to #4, please list the agency:**
 |
| 1. **Is your school:**
 |
| **[ ]  For-profit** | **[ ]  Private non-profit** | **[ ]  Public** |
| 1. **Does your school offer (check all that apply)**

**[ ]  Undergraduate degrees [ ]  Graduate degrees [ ]  Certificates/diplomas****Provide a list of program(s) that you currently offer:      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  |  |  |
| 1. **Has your school been in operation in the Commonwealth of Virginia for at least two years?**
 |
| **[ ]  No** | **[ ]  Yes** |
| 1. **Does your school have a Certificate to Operate (CTO) from the State Council of Higher Education for Virginia (SCHEV)?** *(Contact SCHEV at 804-225-2600)*
 |
| **[ ]  No** | **[ ]  Yes** |
| 1. **If you answered “no” to #9, does your school have an exemption?**
 |
| **[ ]  No** | **[ ]  Yes (enclose a copy of your exemption letter with this form)** | **[ ]  N/A (explain):** |
| 1. **Does your school fall under the jurisdiction of any of the State Agencies listed on the following page?**
 |
| **[ ]  No** | **[ ]  Yes (which one):** |
| ***Please email this form to*** ***saa@dvs.virginia.gov*** |
| ***Saa Official use Only*** |
| ***Date form received:*** |
| ***Type of application sent:*** |
| ***Date application sent:*** |
| ***Remarks:***  |

***Note****: All programs of education must go through the State Council of Higher Education for Virginia (SCHEV), unless it falls under one of the categories below:*

|  |  |
| --- | --- |
| Program/School Type | Approving State Agency |
| Apprenticeships | Virginia Department of Labor and Industry (DOLI) |
| CDL and Professional Driver Training | Virginia Department of Motor Vehicles |
| Certified Nursing Assistant | Virginia Board of Nursing |
| Cosmetology & Barbering (Title-IV eligible) | SCHEV, Virginia Department of Professional & Occupational Regulation (DPOR), and accredited by an agency recognized by [USDOE](https://www.chea.org/chea-usde-recognized-accrediting-organizations) |
| Cosmetology & Barbering (Non-Title IV) | Virginia Department of Professional & Occupational Regulation (DPOR) |
| Electrical, Plumbing, HVAC, Gas Fitting | Virginia Board of Contractors –under Virginia Department of Professional & Occupational Regulation (DPOR) |
| EMT & Paramedic | Virginia Department of Health |
| Esthetics (Non-Title IV)  | Board for Barbers & Cosmetology – under Virginia Department of Professional & Occupational Regulation (DPOR) |
| Esthetics (Title-IV eligible) | SCHEV and Virginia Department of Professional & Occupational Regulation (DPOR) |
| Fire Fighter | Virginia Department of Fire |
| Flight | Federal Aviation Administration |
| Private High Schools (Accredited) | Virginia Council for Private Education [vcpe.org](https://www.vcpe.org/) |
| Insurance | State Corporation Commission |
| Maritime | U.S. Coast Guard |
| Massage Therapy | SCHEV  |
| Medication Aide | Virginia Board of Nursing |
| Nurse Aide | Virginia Board of Nursing |
| Personal Care Aide | Virginia Department of Medical Assistance Services |
| Pharmacy & Pharmacy Tech | Virginia Board of Pharmacy |
| Phlebotomy | SCHEV |
| Private Security, Law Enforcement, Tow Truck Drivers  | Virginia Department of Criminal Justice Services |
| Real Estate | Board of Real Estate – under Virginia Department of Professional & Occupational Regulation (DPOR) |