



DEPARTMENT OF VETERANS AFFAIRS
Veterans Benefits Administration
Washington DC 20420

JUL 26 2018

Mrs. Angela Lee
Higher Education Licensure Commission
1050 First Street NE
5TH Floor
Washington, DC 20002

Please Refer To: 223C

Dear Mrs. Lee

The purpose of this letter is to inform you of the results of the site visit conducted on April 19, 2018. The visit was to review, evaluate, and observe the day-to-day operations of the State Approving Agency (SAA) staff relating to contract administration functions, as well as to re-emphasize the necessity for the SAA to operate in accordance with applicable statutes, regulations, and policy advisories.

During the visit, the team reviewed several areas of the contractual agreement between the Department of Veterans Affairs (VA) and your agency. Please see the enclosed SAA Site Visit Checklist/Report for the areas covered. Highlights of the visit are summarized below:

- SAA organization works well with the DC Education Liaison Representative, VA Central Office staff, and the National Association of State Approving Agencies to the benefit of Veterans and schools alike
- SAA provides VA approval assistance to entities that have received licenses to operate within DC
- SAA must include original date of receipt on approval folders and document receipt date of additional items received so that timeliness standards can be determined by the ELR

I appreciate the professionalism, courtesy, and assistance that you provided to the VA team. Thank you for the service you and your staff provide to our Veterans, Servicepersons, Reservists, Guard members, and their eligible dependents. If you have questions regarding this Site Visit Checklist/Report, please contact Ms. Janice Fisher at 202-461-9850 or at Janice.fisher1@va.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "Patrick A. Dworakowski".

Patrick A. Dworakowski, Ed.D
Assistant Director, Oversight & Accountability