

Attachment 1 – Survey Instrument

Postsecondary Education Quick Information System
(PEQIS) 19: Services and Support Programs for Military
Service Members and Veterans, 2012–13

OMB# 1850-0733 v. 28

April 2, 2013
National Center for Education Statistics
U.S. Department of Education

U.S. DEPARTMENT OF EDUCATION
NATIONAL CENTER FOR EDUCATION STATISTICS
WASHINGTON, D.C. 20006-5651

**SERVICES AND SUPPORT PROGRAMS FOR
MILITARY SERVICE MEMBERS AND VETERANS, 2012-13**
POSTSECONDARY EDUCATION QUICK INFORMATION SYSTEM

FORM APPROVED
O.M.B. No.: 1850-0733
EXPIRATION DATE: 05/2015

DRAFT
3-18-13

This survey is authorized by law (Education Sciences Reform Act of 2002, 20 U.S.C. 9543). While participation in this survey is voluntary, your cooperation is critical to make the results of this survey comprehensive, accurate, and timely. Your answers may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose unless otherwise compelled by law (Education Sciences Reform Act of 2002, 20 U.S.C. 9573).

This survey should be completed by the person(s) most knowledgeable about services and programs for military service members and veterans at your institution. Please consult with others at your institution who can help provide the requested information.

IF ABOVE INSTITUTION INFORMATION IS INCORRECT, PLEASE UPDATE DIRECTLY ON LABEL.

Name of person completing this form: _____ Telephone: _____

Title/position: _____ E-mail: _____

Office/Department: _____

Best days and times to reach you (in case of questions): _____

THANK YOU. PLEASE KEEP A COPY OF THIS SURVEY FOR YOUR RECORDS.

PLEASE RETURN COMPLETED FORM TO:

IF YOU HAVE ANY QUESTIONS, CONTACT:

Mail: Barbara Queen
Westat
1600 Research Boulevard
Rockville, MD 20850
Fax: 800-254-0984

Barbara Queen at Westat
800-937-8281 Ext. 4476 or 301-294-4476
E-mail: BarbaraQueen@westat.com

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information is 1850-0733. The time required to complete this information collection is estimated to average 30 minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collected. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Education, Washington, D.C. 20202-4537. If you have comments or concerns regarding the status of your individual submission of this form, write directly to: PEQIS, National Center for Education Statistics, 1990 K Street, N.W., Washington, D.C. 20006.

Please read the following instructions and definitions below before answering the questions.

For the purposes of this survey, the term **military service members and veterans** refers to active-duty service members, reservists, members of the National Guard, and veterans.

Please report about services and programs offered to **all** military service members and veterans enrolled for credit at your institution. Include those who receive military or veteran's financial education benefits and those who do not receive financial education benefits but self-identify to the institution in another way.

Please include **dependents** of military service members and veterans who are receiving military or veteran's financial education benefits.

Except where indicated, questions refer to the **12-month 2012–13 academic year**. This includes the summer of 2012 or the summer of 2013, depending upon how records are kept at your institution.

1. Did your institution enroll any military service members, veterans, or dependents of military service members and veterans during the 12-month 2012-13 academic year? (See *instructions and definitions box above*.)
Yes No (Stop. Complete respondent section on front and return survey.)
2. Does your institution use any of the following ways to identify students who are military service members and veterans? (Indicate yes or no for each item.)

	Yes	No
a. Receipt of state or Federal military and veterans educational benefits.....	<input type="checkbox"/>	<input type="checkbox"/>
b. Questions on the admissions application.....	<input type="checkbox"/>	<input type="checkbox"/>
c. Student self-identification other than the admissions application (<i>specify</i>) _____	<input type="checkbox"/>	<input type="checkbox"/>
3. Does your institution have a dedicated social space for gathering (e.g., a student lounge) reserved specifically for military service members and veterans?
Yes No
4. Does your institution have a student military or veteran organization for students who are military service members or veterans?
Yes No
5. Is there college/university owned or operated housing (on or off-campus) reserved specifically for military service members and veterans?
Yes No
6. Does your institution provide customized information to individual military service members and veterans about both the military and non-military financial education benefits available to them? (*Customized information may include one-on-one sessions to review financial education benefits.*)
Yes No
7. Does your institution have a staff member or office designated as the point of contact for military service members and veterans seeking information on the programs and services available to them? (*Only include the Veterans Affairs (VA) certifying official if that person also provides information to military service members and veterans about programs and services available to them.*)
Yes No
8. Does your institution offer any courses (or sections of courses) specifically for military service members and veterans? (*Do not include military science or ROTC courses.*)
Yes No
9. Does your institution award academic credit to students for military training received during active-duty service? (*Include credit awarded on a case-by-case basis.*)
Yes No
10. Does your institution provide admissions events or special admissions information sessions customized for prospective students who are military service members or veterans?
Yes No

11. Does your institution customize your student orientation program for military service members and veterans? *(Customization may include offering breakout sessions specifically for military service members and veterans during your student orientation program.)*

Yes No

12. Does your institution have a formal mentoring or advising program in which faculty or staff members who are current or former members of the military mentor students who are military service members or veterans?

Yes No

13. Does your institution have a veteran-to-veteran peer mentoring program for students who are military service members or veterans?

Yes No

14. Does your institution offer group counseling specifically for students who are military service members or veterans?

Yes No

15. Does your institution offer **customized or additional** support services specifically for military service members and veterans in the following areas? *(Only report about additional or customized support services beyond those usually provided to students taking courses through your institution. Indicate yes or no for each item.)*

	Yes	No
a. Academic support/tutoring.....	<input type="checkbox"/>	<input type="checkbox"/>
b. Academic advising	<input type="checkbox"/>	<input type="checkbox"/>
c. Study skills workshops.....	<input type="checkbox"/>	<input type="checkbox"/>
d. Assistance finding non work-study employment.....	<input type="checkbox"/>	<input type="checkbox"/>
e. Financial aid counseling.....	<input type="checkbox"/>	<input type="checkbox"/>
f. Career planning/services.....	<input type="checkbox"/>	<input type="checkbox"/>
g. Mental health counseling.....	<input type="checkbox"/>	<input type="checkbox"/>
h. Some other support service(s) <i>(specify)</i> _____	<input type="checkbox"/>	<input type="checkbox"/>

16. Does your institution provide information about or referrals for the following types of off-campus health-related services for military service members or veterans? *(Indicate yes or no for each item.)*

	Yes	No
a. Medical/health services.....	<input type="checkbox"/>	<input type="checkbox"/>
b. Counseling or mental health services.....	<input type="checkbox"/>	<input type="checkbox"/>

17. Please indicate in **part 1** whether your institution offers **training for faculty or staff** in the following areas. For each area of training that your institution offers, please indicate in **part 2** whether the training is mandatory for faculty or staff.

Area of training	Part 1. Institution offers training for faculty or staff?		Part 2. If offered, is training mandatory for faculty or staff?	
	Yes	No	Yes	No
a. Mental health issues associated with military service	Yes	No	Yes	No
b. Physical health issues resulting from military service	Yes	No	Yes	No
c. Student transition from military life to civilian life	Yes	No	Yes	No

18. How does your institution provide information to current or prospective students about the programs and services available to military service members and veterans at your institution? *(Indicate yes or no for each item.)*

	Yes	No
a. Mail.....	<input type="checkbox"/>	<input type="checkbox"/>
b. Email.....	<input type="checkbox"/>	<input type="checkbox"/>
c. Website.....	<input type="checkbox"/>	<input type="checkbox"/>
d. Social media (e.g., Facebook, Twitter).....	<input type="checkbox"/>	<input type="checkbox"/>
e. Brochures.....	<input type="checkbox"/>	<input type="checkbox"/>
f. Bulletin boards.....	<input type="checkbox"/>	<input type="checkbox"/>

19. Does your institution provide information to prospective students at the following types of events about the programs and services available to military service members and veterans at your institution? *(Indicate yes or no for each item.)*

	Yes	No
a. College admissions fairs.....	<input type="checkbox"/>	<input type="checkbox"/>
b. Information fairs/events held on military bases.....	<input type="checkbox"/>	<input type="checkbox"/>

20. In the last 12 months, has your institution helped students apply for tutorial assistance using VA educational benefits?

Yes No

21. Does your institution offer VA work-study opportunities?

Yes No

22. Are veterans exempt from paying tuition at your institution?

Yes (Skip to question 24.) No (Continue with question 23.)

23. Which of the following describe your institution's policy for charging veterans **in-state** tuition rates? (For this question, **exclude active-duty personnel stationed in your state. Indicate yes or no for each item.**)

If in-state tuition does not apply to your institution, check here and skip to question 24.

- | | Yes | No |
|---|--------------------------|--------------------------|
| a. Veterans who currently reside in the state receive in-state tuition rates regardless of length of residency..... | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Veterans who previously resided in the state and were stationed elsewhere receive in-state tuition rates immediately upon return to the state..... | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Veterans who maintained the state as their home of record during active-duty service receive in-state tuition rates..... | <input type="checkbox"/> | <input type="checkbox"/> |

Questions 24–28 refer to the fall of 2012. Please refer to the instructions and definitions at the beginning of the questionnaire as needed.

24. During the **fall of 2012**, did your institution enroll any military service members, veterans, or dependents of military service members and veterans?

Yes No (Stop. Complete respondent section on front and return survey.)

25. During the **fall of 2012**, how many military service members and veterans, and dependents of military service members and veterans were enrolled in your institution? (For dependents, only include those who received military or veteran's financial education benefits.)

- a. Number enrolled at the undergraduate level _____
- b. Number enrolled at the graduate level _____

26. Which of the following types of students are included in the enrollment counts reported at question 25? (Indicate yes or no for each item.)

- | | Yes | No |
|---|--------------------------|--------------------------|
| a. Active-duty service members, reservists, and members of the National Guard who received military financial education benefits..... | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Veterans who received veteran's financial education benefits..... | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Dependents of military service members and veterans who received military or veteran's financial education benefits..... | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Military service members and veterans who self-identified as military service members or veterans but did not receive military or veteran's financial education benefits | <input type="checkbox"/> | <input type="checkbox"/> |

27. How many of the students reported at question 25 are **dependents** of military service members or veterans who received military or veteran's financial education benefits?

If your institution does not track enrollments separately for dependents of military service members and veterans, check here . You've reached the end of the survey. Complete respondent section on front and return survey.

- a. Number of dependents enrolled at the undergraduate level _____
- b. Number of dependents enrolled at the graduate level _____

28. Which of the following types of **dependents** are included in the enrollment counts reported at **question 27**? (Indicate yes or no for each item.)

- | | Yes | No |
|--|--------------------------|--------------------------|
| a. Dependents who received transferred benefits under Chapter 33 (Post 9/11 GI Bill)..... | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Dependents who received benefits under Chapter 35 (Survivors and Dependents Benefits)..... | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Dependents who received other types of military or veteran's financial education benefits (specify type)_____ | <input type="checkbox"/> | <input type="checkbox"/> |