

## STATEMENT OF ASSURANCE OF COMPLIANCE WITH 85 PERCENT ENROLLMENT RATIOS

### GENERAL INFORMATION

Use this form (VA Form 22-10215) to provide 85/15 calculations as required by [Title 38 United States Code \(U.S.C.\) 3680A\(d\)](#) and [38 Code of Federal Regulations \(CFR\) 21.4201](#). This form is only utilized by Institutions of Higher Learning (IHLs) and Non-College Degree (NCD) schools. Vocational Flight Schools may submit a Statement of Assurance of Compliance with 85 Percent Enrollment Ratios for Vocational Flight.

You may request an exemption from routine reporting of 85/15 percent calculations if the number of VA beneficiaries at your school does not exceed 35 percent of the total enrollment. This figure should be calculated separately for the main campus and any separately approved branch campuses. To request a 35 percent exemption from 85/15 percent routine reporting, please submit the "35 percent Exemption Request From 85/15 Reporting Requirement" (VA Form 22-10216). Detailed instructions are provided on that form.

**SPECIAL NOTE FOR ACCREDITED SCHOOLS:** If your school is accredited and qualifies for the 35 percent Exemption, it is **NOT** necessary to complete **OR** submit this VA Form 22-10215.

**NON-ACCREDITED SCHOOLS** must complete and submit VA Form 22-10215 with the 35 percent Exemption request.

By regulation 38 CFR 21.4201(f)(2), schools **WITHOUT** an approved 35 percent Exemption are obligated to report all 85/15 percent calculations to VA. Calculations for the corresponding term must be uploaded to the VA Education File Upload Portal, which can be accessed from any browser at <https://www.my.va.gov/EducationFileUploads>.

1. No later than 30 days after the beginning of each regular school term (excluding summer sessions), or before the beginning date of the next term (whichever is earlier), if the school is organized on a term, quarter, or semester basis; or
2. No later than 30 days after the end of each calendar quarter if the school is not organized on a term, quarter, or semester basis. This is aligned with the quarters of the VA Fiscal Year which begins in October and ends in September. Calculations must be submitted for all enrollment periods in the previous calendar quarter. The due dates for 85/15 reports are:

Due Date	Enrollment Periods Beginning
January 30th	October 1 through December 31
April 30th	January 1 through March 31
July 30th	April 1 through June 30
October 30th	July 1 through September 30

For additional guidance on the 85/15 rule see the [School Certifying Official Handbook](#).

Failure to provide this required information can result in suspension or withdrawal of approval to receive federal funds for GI®Bill benefits.

## INFORMATION AND INSTRUCTIONS

**VA EDUCATION SERVICE HELP AVAILABLE** - If you need help calculating your facility's compliance with the 85/15 rule, require assistance submitting routine reports, or have questions concerning the 85/15 rule, contact the [Education Liaison Representative](#) of jurisdiction.

**BLOCK 1 - INSTITUTION NAME.** Provide the full name of your institution as listed on the Web Enabled Approval Management System WEAMS 22-1998 Report.

**BLOCK 2 - FACILITY CODE.** Provide your institution's VA assigned facility code. Do not include any spaces or hyphens in this section. Include enrollment data from associated extension sites (facility code identified by an "X" in the 3rd position).

**Note:** Separate forms (and calculations) are required for the main campus and any branch campuses with separate administrative capability. Branches and extensions without separate administrative capability are part of the main campus or other branch campus providing administrative support, and students attending these sites are calculated with the main campus or branch campus that provides their administrative support.

**BLOCK 3 - TERM START DATE.** Provide the start date of the term, semester, quarter, or enrollment period. A separate VA Form 22-10215 is required for each start date.

**BLOCK 4 - CALCULATION DATE.** Provide the date that 85/15 calculation was completed. This must be within 30 days of the term start date.

### **BLOCK 5A - PROGRAM NAME.**

- Provide all approved programs as listed on your most recent WEAMS 22-1998 Report. All programs must be listed, and calculations provided, even if the program has a Supported Student or Total Enrollment of "0".
- Specific concentrations approved as part of a program, as defined in [38 CFR §21.4201\(f\)\(2\)](#), require separate calculations. You must provide all concentrations requiring their own calculations on their own identifying line.
- For students taking more than one program, or concentration/track, which requires its own 85/15% calculation, they must be counted for each program in which they are enrolled. A student is counted as a full-time or part-time student under each approved program, concentration or track based on the student's overall rate of pursuit or overall training time. For instance, a full-time student pursuing a dual degree program should be counted as a full-time student for both program entries.

### **BLOCK 5B - TOTAL NUMBER OF STUDENTS ENROLLED.**

- Enter the total number of students who are enrolled in the program.

## BLOCK 5C - TOTAL NUMBER OF SUPPORTED STUDENTS ENROLLED.

Enter the total number of supported students who are enrolled in the program. If the total number of supported students is fewer than ten (10), no additional information is required for this listing. Move to the next approved program and/or variation.

**Note:** If the student is receiving multiple types of aid and any of it is Supported, the student must be counted as a Supported Student.

A student must be considered a "Supported Student" when any of the following conditions are met:

- Any student receiving any amount of VA Education benefits.
- Any student who is granted any waiver or forgiveness of tuition, fees, or other charges, where the institutional policy for determining the recipient of such aid is **not** equal with respect to Veterans and nonveterans alike (i.e., restricted aid), excluding graduate students.
- Any student who receives an institutionally funded scholarship or grant, if the institutional policy for determining the recipient of such aid is **not** equal with respect to veterans and non-veterans alike (excluding graduate students).
- Any student where the full amount of tuition and fees **HAS NOT** been paid to the school prior to the reporting date (i.e., within 30 days of the beginning of the term if the school is term-based or within 30 days of the end of the quarter if the school is non-term-based), **UNLESS** the student is participating in a **compliant** institutionally funded payment plan. See the compliance requirements for an institutionally funded payment plan in the instructions for Block 5E.

## BLOCK 5D - NUMBER OF SUPPORTED STUDENTS FTE.

- Provide the number of Supported Students for identified approved program.
- You must compute the full-time equivalency for part-time students based on the total number of hours in which the student is enrolled for the term and add it to the number of full-time students. A student is counted as a full-time or part-time student under each approved program, concentration or track based on the student's overall rate of pursuit or overall training time. **Example:** Take the total number of one-half time students, divide by two, and add the quotient to the number of full-time students.

## BLOCK 5E - NUMBER OF NON-SUPPORTED STUDENTS FTE.

- Provide the number of Non-Supported Students for identified approved program.
- You must compute the full-time equivalency for part-time students based on the total number of hours in which the student is enrolled for the term and add it to the number of full-time students. A student is counted as a full-time or part-time student under each approved program, concentration or track based on the student's overall rate of pursuit or overall training time. **Example:** Take the total number of one-half time students, divide by two, and add the quotient to the number of full-time students.

**Note:** If the student is receiving multiple types of aid and any of it is Supported, the student must be counted as a Supported Student.

A student must be considered a "Non-Supported Student" when any of the following conditions are met:

- Any student who pays the full amount of tuition, fees, and other mandatory charges to the school prior to the reporting date (i.e., within 30 days of the beginning of the term if the school is term-based or within 30 days of the end of the quarter if the school is non-term-based).
- Any student participating in a **compliant** institutionally funded payment plan that meets **ALL** the following criteria:

- The payment plan policy is published in the school's approved catalog.
  - The payment plan is generally applicable to all students interested in applying for such plans (although every student may not be guaranteed acceptance into such an installment plan).
  - The payment plan explicitly requires the student to pay the outstanding balance no later than 180 days from the end of the term, quarter, semester, or enrollment period, whichever is later.
  - The school's policy prevents the student from continuing to train for the next term beginning on or after the expiration of the payment plan until the outstanding balance is paid in full.
- Any student receiving Title IV Department of Education aid.
  - Any student receiving Tuition Assistance through the Department of Defense.
  - Any student receiving non-institutional aid (scholarships, grants, or other types of aid offered by a third-party entity not affiliated with the school).
  - Graduate students in receipt of institutional aid.
  - Any student receiving an institutionally funded loan, scholarship, or grant, if the policy for determining the recipient of such aid is equal with respect to veterans and non-veterans alike.
  - Any student who is granted any waiver or forgiveness of tuition, fees, or other charges, where the institutional policy for determining the recipient of such aid is equal with respect to Veterans and nonveterans alike (i.e., restricted aid), excluding graduate students.

**BLOCK 5F - TOTAL ENROLLED FTE.** The result of students provided in the Number of Supported Students FTE (**Column 5D**) added to the Number of Non-Supported Students FTE (**Column 5E**).

**BLOCK 5G - SUPPORTED STUDENT PERCENTAGE FTE.** The result of students provided in the Number of Supported Students FTE (**Column 5D**), divided by the Total Enrolled FTE (**Column 5F**).

#### 85/15 PERCENT CALCULATION EXAMPLE

Number of Supported Students FTE (**Column 5D**): 15  
 Total Enrolled FTE (**Column 5F**): 40

To calculate (**Column 5G**) the Supported Students Percentage FTE, divide (**Column 5D**) Number of Supported Students FTE (15) by (**Column 5F**) Total Enrolled FTE (40).

$$15 \div 40 = .375$$

To convert the quotient to a percentile, move the decimal point two spaces to the right and add the “%” sign after the last digit. (37.5%)

**PRIVACY ACT NOTICE:** VA will not disclose information collected on this form to any source other than what has been authorized under the Privacy Act of 1974 or Title 38, Code of Federal Regulations 1.576 for routine uses as identified in the VA system of records, 58VA21/22/28, Compensation, Pension, Education, Veteran Readiness and Employment Records - VA, published in the Federal Register. An example of a routine use (e.g., VA sends educational forms or letters with a Veteran's identifying information to the Veteran's school or training establishment to (1) assist the Veteran in the completion of claims forms or (2) for VA to obtain further information as may be necessary from the school for VA to properly process the Veteran's education claim or to monitor his or her progress during training). Your obligation to respond is required to obtain or retain education benefits. The responses you provide are considered confidential (38 U.S.C. 5701). Any information provided by applicants, recipients, and others is subject to verification through computer matching programs with other agencies.

**RESPONDENT BURDEN:** An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB control number for this project is 2900-0897, and it expires XX/XX/20XX. Public reporting burden for this collection of information is estimated to average 1 hour per respondent, per year, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate and any other aspect of this collection of information, including suggestions for reducing the burden, to VA Reports Clearance Officer at [VACOPaperworkReduAct@va.gov](mailto:VACOPaperworkReduAct@va.gov). Please refer to OMB Control No. 2900-0897 in any correspondence. Do not send your completed VA Form 22-10215 to this email address.

