

## Veterans Resource Center Minimum Standards

### Structure

- Minimum 500 square feet
- ADA Compliant
- Front Desk for intake services
- Computer Lab – Min. of 2 computers and 1 printer
- Study Area
- 2 Private rooms for counseling and certifying
- Designated signage
- Lounge area

### Services

- Financial Aid Assistance (Required for schools participating in Principles of Excellence)
- Veteran specific tutoring
- Peer to peer mentoring
- Textbook loan program and/or book voucher program
- Mental health services for veteran on campus (may include outside organizations)
- Bridge to external services (housing, food, etc.)
- Coordination with other campus-based programs like, DSPS, Financial Aid, Health Center, SSSP, Student Equity, etc.
- Electronic devices loan program (Smartpens, Sonocent, Laptop, Tablet, etc.)

### Staffing

- 1 full-time School Certifying Official (SCO) per 200 certifications/annually (per VA Administration recommendation)
- 1 Dedicated Director/Coordinator with a minimum of 300 certifications/annually (separate position from SCO and Counselor)
- 1 full-time equivalent Counselor with veteran specific training
- VA Work Study Students – To support program operations