

**ADMISSIONS WORK TEAM AUDIO  
MINUTES**

*Monday December 8, 2008  
10:00 am*

**Attendees:**

UAA-Al, Charese, Peggy  
Kodiak-Jenny  
UAF-Lael, Caty, Crystal G  
UAS-Barbara, Deema  
SW-Mary

**AGENDA:**

1. From Mary: Veterans' Readmission (HEA Title IV, Section 484C)

Quick Take: The law includes a new section requiring institutions to readmit veterans who left in order to perform military service. The veteran is to be readmitted with the same academic status he or she had when last in attendance at the institution. In most cases, the length of the absence from the institution cannot exceed five years. The law includes exceptions for veterans receiving a dishonorable or bad conduct discharge, or who are sentenced in a court-martial.

When Will This Take Effect? This provision went into effect when the bill was signed into law on August 14, 2008. It is subject to negotiated rulemaking, so specific regulatory guidance may be provided in the future. In the meantime, institutions must make a "good faith" effort to comply with the law. Who On Campus May Need to Be Involved? Admissions; registrar; veterans affairs/services office

*Post a policy regarding the bill (under military in catalog and on our individual campus websites). Be clear that it's only for soldiers who are deployed. Request a copy of orders? Yes, all agree we should require proof. Students should be allowed to come back into same catalog as well. Would we need to make note somewhere for the graduation depts.? Suggest creating a form that collects basic info that can be scanned into onbase so other depts can see and adjust catalog year etc accordingly. Invitation to attend the Financial Aid audio next Monday was sent to the team by Mary.*

2. From Peggy : [Please add a discussion about clean address and bulk mail to the agenda.](#)

USPS requirements - Will clean address allow us to comply?

Mary-clean address product (runner technologies) does clean up address but does not do it in a manner that complies with usps standards.

Crystal G uses 'mailers' program to clean up EMAS addresses before sending bulk mailouts

Further discussion at next Recruit Meeting

Runner Technologies has in baseline product that alerts student that they have entered a bad address  
Reports can be run off this to fix the bad addresses, still investigating this

3. From Caty: Information given to students with Primary and Secondary programs at UAA/UAS/UAF  
*Requests from students who cannot register, they were directed to go to UAOnline to 'change' their primary and secondary programs.*

*Students admitted to more than one campus List of what you can and cannot do at uaonline*

*Compile a cheat sheet from each campus a list of procedures-we'll keep talking about this issue.*

**Next meeting Monday December 22, 2008 @ 10:00am**