The Educational Institution’s Role

1. Designate a representative to work with the SCEP Program Manager.
2. Inform eligible students of SCEP opportunities.
3. Refer interested and qualified candidates to agencies with SCEP opportunities without discrimination, including veterans discharged under honorable conditions.
4. Correlate work and study in a manner that will expand the student’s educational development.
5. Furnish agency with requested information related to student’s field of study and academic standing so long as the student provides written consent in advance of the disclosure.
6. Monitor academic progress.
7. Inform SCEP Program Manager of any change in a student’s status, including reports on a student’s progress and performance so long as the student provides written consent in advance of the disclosure.

BSU Career Development Center Signature ____________________________ Date ______

SCEP Program Manager Signature ____________________________ Date ______