

# The PPE Virtual Audit: *Compliance during COVID-19*

Private Postsecondary Education

Presented by: Art Wells



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## The Virtual Compliance Audit

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- **When**
- **What**
- **Why**
- **Where we go  
now**



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## Who Conducts the Audits?

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- Art Wells
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## Compliance Audit – Who is Audited?

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All postsecondary schools certified by  
SCHEV to operate in the Commonwealth  
of Virginia

- Degree Institutions
- Non–Degree Institutions



## When are Schools Audited?

Schools are selected for audit based upon:

- **Date of Previous Audit**
- **Newly certified schools – 6-18 months after initial certification**
- **Other Reasons:**
  - Student complaints
  - Issues with Accreditor
  - Issues with Department of Education



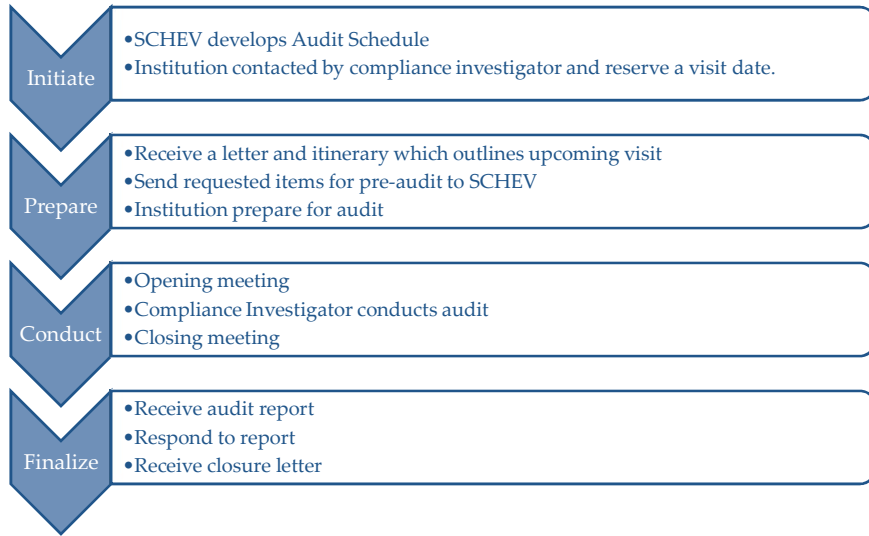
## Why are Schools Audited?

To review, inspect and investigate compliance with:

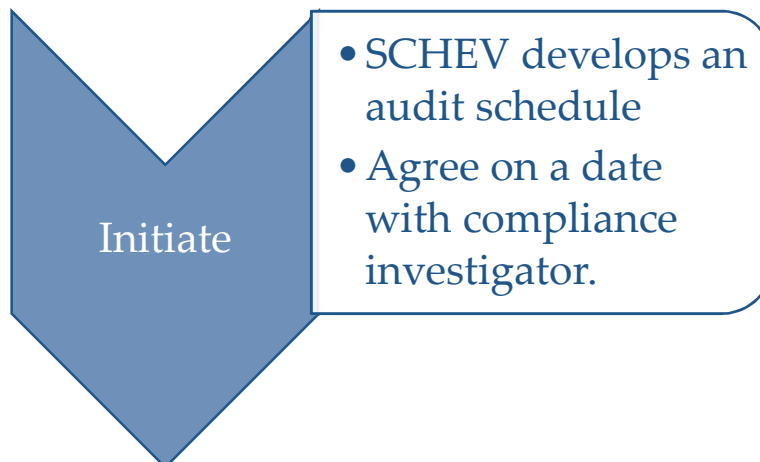
- **Statutory Authority:**  
§ 23-276.1 - § 23-276.1 6 of the  
**Code of Virginia**
- **Title of Regulations:**  
**8 VAC 40-31 et.seq.**



## What is the audit process?



## What is the Audit Process? - Step 1



## What is the Audit Process? – Step 2

### Prepare

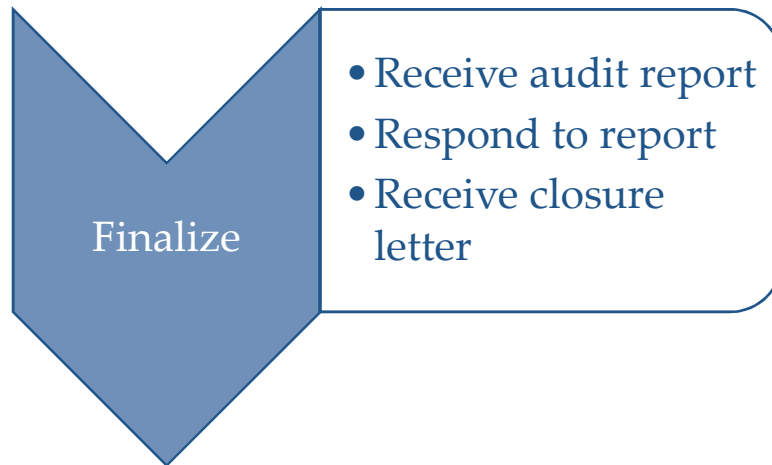
- Receive an itinerary which outlines upcoming visit
- Send requested items for pre-audit to SCHEV
- Prepare materials & room for audit

## What is the Audit Process? – Step 3

### Conduct

- Opening meeting
- Compliance  
Investigator conducts audit
- Closing meeting

## What is the Audit Process? – Step 4



## What are the common findings?

Schools typically:

- Do not put “Certified to Operate by SCHEV”
- Have incorrect refund policy
- Do not have a truth-in-lending statement
- Do not have a written policy that instructional faculty are accessible outside of class
- SCHEV forms are not completed
- Instructors are not qualified to teach

## Wrong Place, Wrong Time

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- “They had their fingers on the trigger of the Stingers!”

## Compliance Audit

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# How to be Audit Ready: *Distance Education*

Private Postsecondary Education

Presented by: Susan Yale



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## Compliance Audit – Who is audited?

All postsecondary schools with distance education courses or programs certified by SCHEV to operate in Virginia

- Institutions of Higher Education
- Career Technical Schools



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## Why is SCHEV Conducting Distance Education Audits

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To review, inspect and investigate compliance with:

- Statutory Authority:

§ 23.1-219.F of the Code of Virginia

- Title of Regulations:

8 VAC 40-31-160 (L)



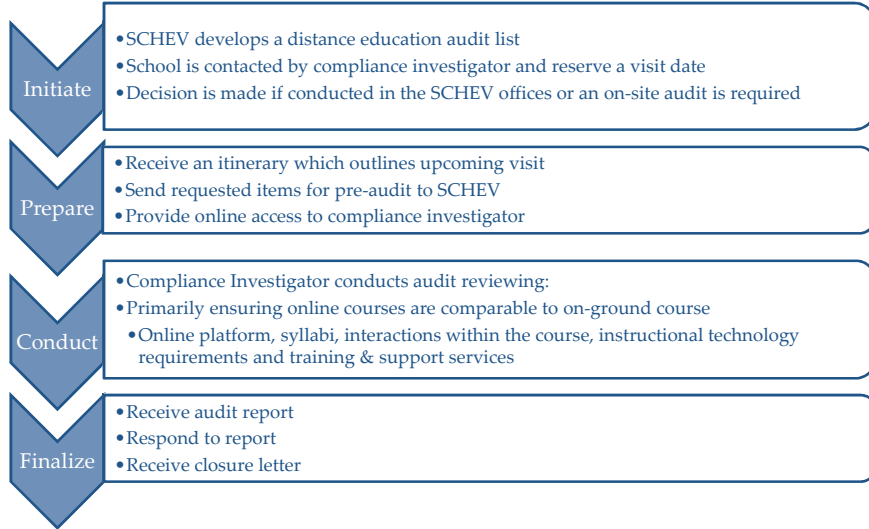
## When Did All This Begin?

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### Process Timeline



## What Are the Distance Education Audit Steps?



## Compliance Audit

