**Slide 1:** Hello, my name is Mandy Showalter. Welcome to the VR&E Microlearning on Overlapping Term Award Calculation for Standard and Nonstandard Terms.

**Slide 2:** In this Microlearning, I am going to address how a nonstandard term and overlapping term are defined in the M28C, how you calculate nonstandard and standard overlapping terms, and provide examples of nonstandard and standard overlapping term award calculations for both semester and quarter hour terms.

**Slide 3:** First, I would like to bring to your attention that there are two main calculation principles that are used in the calculation of nonstandard and standard overlapping terms. The first principle is how to calculate nonstandard terms, and the second principle is how to calculate overlapping terms. Please see M28C.V.B.7.11 in the M28C for reference on how to calculate overlapping terms.

**Slide 4:** What is a Nonstandard Term? A nonstandard term is any term that is shorter or longer than a standard semester or standard quarter term, as defined by the VR&E Manual, M28C.V.B.7.08.b. It is important to note that a standard semester term is 15-19 weeks in length and a standard quarter term is 10-13 weeks in length. How do you calculate a nonstandard term? Before you can determine the rate of pursuit for any nonstandard semester or quarter term, equivalency hours must be calculated first. Equivalency hours are defined as the number of credit hours in a standard term comparable to the number of hours in a term that is not a standard quarter or semester. It is very important to note that the VA treats equivalency hours as credit hours for course measurement purposes. The equivalency hour formula used for a nonstandard semester hour term is the number of credits for the certified term multiplied by 18 and then the resulting product is divided by the number of weeks. The equivalency hour formula used for a nonstandard quarter hour term is the number of credits for a certified term multiplied by 12 and then the resulting product is divided by the number of weeks. The resulting quotient from completing the equivalency hour formulas for semester and quarter hour terms is what is utilized to determine the rate of pursuit.

**Slide 5:** How do you calculate the rate of pursuit for overlapping terms? If a claimant is enrolled in overlapping enrollment periods, you compute the training time separately for enrollment periods, before, during, and after the overlapping period. Please note: A claimant can pursue overlapping terms at one training facility or multiple training facilities simultaneously.

**Slide 6:** Now, how do you calculate the rate of pursuit for a nonstandard and standard overlapping term? If any of the overlapping terms is a nonstandard term, equivalency hours must be calculated first prior to determining rate of pursuit. Remember: Retain fractional credit hours when adding the credits for overlapping periods but drop any fraction from the final result. Standard terms require no prior calculations as they are already measured on a standard scale.

**Slide 7:** In this slide, we are going to calculate an overlapping nonstandard and standard semester term together. As you can see in this slide, the claimant was certified for semester term a from 08/22/22-12/09/22 at 6 credits. This term is a standard semester term because it is 16 weeks in length. Therefore, no calculations are required to be made to this term prior to determining the rate of pursuit. The claimant was certified for a semester term b from 09/26/22-11/18/22 at 4 credits. Term b is a nonstandard semester term because it is 7 weeks and 5 days in length or 8 weeks. Therefore, equivalency hours must be calculated for term b before we can determine the rate of pursuit. Term b is 9 equivalency hours as 4 credits X 18 for semester= 72. We then divide 72 by 8 weeks and get 9 or 9 equivalency hours.

**Slide 8:** Now we are ready to determine how this standard and nonstandard overlapping semester term award should be authorized. Given the certifications in the prior slide, the claimant was only taking 6 credits from 08/22/22 until the terms start overlapping on 09/25/22, 15 credits while the two terms overlap from 09/26/22-11/18/22, and 6 credits after they stopped overlapping from 11/19/22 until the end of the term on 12/09/22. Therefore, this award should be authorized in SAM as follows:

08/22/22-09/25/22, ½ time (claimant is taking 6 credits)

09/26/22-11/18/22, FT (claimant is taking 15 credits)

11/19/22-12/09/22, ½ (claimant is taking 6 credits)

**Slide 9:** Please remember to refer to Appendix AM, Training Time Equivalency Table Semester Hours, in the M28C to view the standard, semester hour rate of pursuit chart.

**Slide 10:** In this slide, we are going to calculate an overlapping nonstandard and standard quarter term together. As you can see in this slide, the claimant was certified for quarter term a from 10/03/22-12/16/22 at 7 credits. This term is a standard quarter term because it is 10 weeks and 5 days in length or 11 weeks. Therefore, no calculations are required to be made to this term prior to determining the rate of pursuit. The claimant was certified for a quarter term b from 11/07/22-12/09/22 at 4 credits. Term b is a nonstandard quarter term because it is 4 weeks and 5 days in length or 5 weeks. Therefore, equivalency hours must be calculated for term b before we can determine the rate of pursuit. Term b is 9 equivalency hours as 4 credits X 12 for quarter= 48. We then divide 48 by 5 weeks and get 9 .6 or 9 equivalency hours.

**Slide 11:** Now we are ready to determine how this standard and nonstandard overlapping quarter term award should be authorized. Given the certifications in the prior slide, the claimant was only taking 7 credits from 10/03/22 until the terms start overlapping on 11/07/22, 16 credits while the two terms overlap from 11/07/22-12/09/22, and 7 credits after they stopped overlapping from 12/10/22 until the end of the term on 12/16/22. Therefore, this award should be authorized in SAM as follows:

10/03/22-11/06/22, ½ time (claimant is taking 7 credits)

11/07/22-12/09/22, FT (claimant is taking 16 credits)

12/10/22-12/16/22, ½ (claimant is taking 7 credits)

**Slide 12:** Please remember to refer to Appendix AN, Training Time Equivalency Table Quarter Hours, in the M28C to view the standard, quarter hour rate of pursuit chart.

**Slide 13:** In completion of this Microlearning, you now should know how to calculate the rate of pursuit for overlapping terms, which include both standard and nonstandard terms. Remember that equivalency hours must be calculated first for each nonstandard term. The training is then computed separately for enrollment periods before, during, and after overlapping periods. Retain fractional credit hours when adding the credits for overlapping periods but drop any fraction from the final result. Please refer to M28C.V.B.7.08.b. in the M28C for any further questions on Nonstandard Terms and M28C.V.B.7.11.d in the M28C for any further questions on Overlapping Terms.