

NVRK Information for ELI Faculty

Q: ***What is an “NVRK”?***

A: An NVRK is a “Never Attended Withdrawal Form” which is a withdrawal that is initiated by faculty for a student who has never attended class.

Q: ***Why do I need to report a student for not attending class?***

A: An NVRK is an important tool to prevent financial aid fraud. Unfortunately, some unscrupulous individuals register for online courses with no intent of completion. They wait for the financial aid distribution and then they “take the money and run”, leaving NOVA with a financial loss. We expect all ELI faculty to be **rigorous** in reporting NVRK’s to help identify and prevent financial aid fraud.

Q: ***How do I report an NVRK?***

A: Promptly submit form 125-034 found at <http://www.nvcc.edu/forms>. (Choose sort by number) Log-in and follow directions.

Q: ***What is the ELI policy for NVRK’s?***

A: ELI policy requires that a student submit one assignment by the “First Assignment Due Date” (Census Date). It doesn’t matter what the assignment is—it could be graded, partially completed, or non-graded. As long as the student submits something, then they are good and should not be NVRK’d. Simply logging in will not count—they must submit something. Do not require students to complete more than one assignment to avoid a NVRK! If a student has not submitted anything by the first assignment due date, **then** you must submit an NVRK form for that student. Students should not be given extensions for submitting the first assignment!

Q: ***What are some examples of an acceptable first assignment submission?***

A: The student could post to a discussion board, do an introduction, take a syllabus quiz, etc. As long as they submit something—even if incomplete, it shows their intent to stay in the course.

Q: ***How can I learn more about this issue of online financial aid fraud?***

A: Check out this recent study on “Cheating in Online Courses for Financial Aid Fraud” by Robert Owen (December , 2016) at: <https://aij.scholasticahq.com/article/1205-cheating-in-online-courses-for-financial-aid-fraud-in-the-u-s>



Help prevent financial aid fraud. Promptly submit any NVRK’s in your classes!