



SCO Spotlight Submission Guidelines



Does your school have an exciting Veteran-centric event or initiative to share? We want to know about it and share your good news story in an upcoming SCO Spotlight!

Here's How:

- To be featured in an upcoming spotlight, your school/training facility must be in good standing with the Department of Veterans Affairs (VA).
- Submissions should be no more than 250 words long.
- Up to two pictures may be included. Be sure to include a brief description and/or note (from left to right) who is in the picture.
- If pictures include people, a completed and signed [VA FORM 10-3203](#) must be submitted for each person in the picture.
- Full submissions should be submitted no later than three weeks before the newsletter publish date. "SCO in the Know" is published bi-monthly (February, April, June, August, October and December) on the fourth Thursday of the month.
- Submit your complete write up to EDUSTAENG.VBAVACO@va.gov
- VA does not guarantee that all submissions will be published.

