

CHAPTER 33 POST 9/11 & TRANSFER OF ENTITLEMENT

Welcome to CPTC from the VA Registration Clerk (VARC) and The Veterans Resource

Center!

To Start We Will Need the Following:

VA Approval- We will need a copy of your Certificate of Eligibility, your latest Summary of Benefits from VA, or a print out of the Entitlement Information from your EBenefits account.

Change of Program/Change of Place of Training- Designated as VA Form 22-1995. Is used if benefits have been claimed at another school, there has been a break in attendance, or your degree program has changed. Submit to THE VARC. If submitted via web to VA you should get a letter telling you to take it to your school so the enrollment can be submitted. VA will not request enrollment information on your behalf.

Class Schedule-Submit your final concise student schedule from My Clover Connection (<https://tredstone.cptc.edu/kiosk/student/waci003.html>**MyCC-Get Student Schedule**). Enrollments will not be reported until your schedule is received. The VARC prefers you bring in your schedule. Faxing is also an option.

Other Key Points:

Application Fee-There is a \$20 application fee that is required at the time it is submitted. Unfortunately, this is not a fee VA will pay.

Full Time Enrollment-To be full time a student must be in 12 credits required for the degree program VA has on file. Summer quarter enrollment training time is much different. To be full time the student must be enrolled in 98 credits however the credits must be the entire 98 week session. Short courses, weekend classes, and seminars will be reported based on the start and stop dates of the class.

Payment Distribution-Under Chapter 33, VA processes 3 payments:

Book and Supplies Stipend-Starting each fall term VA pays up to \$1000 max per fiscal year for books. The amount is linked to the tier of benefit approved for. The books and supplies stipend pays \$41.67 per credit certified, up to 24 credits for the academic year. If fall is the first term a full stipend can be expected. Winter the remainder will be sent. There is generally no stipend for spring or summer. Payments go directly to the student and will not be release until within two weeks of the start of the term.

BAH-Also is paid to the student and disperses on the last first day of each month for that the previous month. BAH is based on Cheney WA 99004 for all students regardless of which site is attended. Spouses under TOE do not receive BAH, however children do. The payment is prorated based on the first and last day of the enrollment period, benefits will not be paid during breaks or before or after the term. Payment is also prorated based on tier eligibility.

Tuition & Fees-Are paid directly to the school when received from VA. VA does not release payment until within two weeks of the start of the term. Payments will not be posted until

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received. Depending on timing, it is possible that tuition and fee charges will be paid by financial aid. If the VA payment creates a credit balance it will disperse to you through your My Clover Connection student account (http://www.cptc.edu/index.php/current_students/mycc/<http://www.cptc.edu/mycc>), usually in 2 days. The amount VA pays depends on tier eligibility and remaining entitlement. Late payment fees can only be

waived on guarantee from VA. For example, if you are in the 80% tier you must pay your 20% prior to the tuition deadline. Only classes required for the degree program VA has on file will be certified. You could be responsible for tuition and fees if your enrollment is not full time or during the summer term.

Non-Resident Fees-VA pays the actual net cost for in-state tuition and fees after the application of any waiver, scholarship, aid, or assistance [other than loans and funds provided under section 401(b) of the Higher Education Act of 1965], provided directly to the institution and specifically designated for the sole purpose of defraying tuition and fees. Non-resident and Western Undergraduate Exchange (WUE) charges are not eligible to be reported.

Tuition Assistance-If you plan on applying for tuition assistance you must contact the VARC. The amount of TA must be subtracted from the reportable tuition. If TA comes in after VA payment has been made, CPTC is responsible for returning the fee to VA. Your CPTC account will be charged accordingly.

Graduation Fee-VA will pay the graduation fee when it is time to apply for graduation. Please make contact with our office. We will either ask you have the fee charged to your student account and amend the current terms tuition and fee amount or include it in the next terms fees.

Grading/End of Term Processing-At the end of each term the VARC is required to report progress back to VA. Status and performance such as graduation, academic probation, academic dismissal, failing grades, and no credit earned must be reported to VA and could create an overpayment of benefits received.

Schedule Changes/Dropping/Withdrawing/Leaving the College-At the time your schedule is submitted to the VARC, a registration hold will be placed on our account that will prevent you from making changes. If you need to make changes, contact our office so that we can take the hold off, another copy of your schedule will be needed before your enrollment can be amended back to VA. The hold will come off during the priority registration cycle for the next term.