

STATEMENT OF STUDENT UNDERSTANDING AND RESPONSIBILITIES

For Students Receiving Veterans' Educational Benefits under Title 38

NAME: _____ STUDENT ID #: _____

- ✓ I am responsible for the payment of enrollment fees, whether or not I receive my VA Educational Benefits.
- ✓ If I use the Post 9/11 GI Bill – Chapter 33 or Vocational Rehabilitation – Chapter 31, I must notify the FLC Veterans Office immediately after I enroll every semester to avoid being dropped for non-payment.
- ✓ Every semester I must submit the FLC VA Request for Certification form as soon as I've enrolled in order to be certified with the VA. I understand that wait-listed classes will not be certified until I am official enrolled in the class.
- ✓ I understand that Department of Veterans Affairs requires me to have all prior college credits evaluated and on file. I also understand that it is my responsibility to request and provide FLC with official transcripts from all other colleges outside of Los Rios Community College District.
- ✓ I must submit a VA Educational Plan and will only receive payment for courses that are required according to my program.
- ✓ I understand that if I add, drop, stop attending or change my schedule in any way, I must notify the FLC Veterans Office immediately of this change.
- ✓ Short term session are reported to the VA according to the beginning and ending dates of those classes, i.e., first 8 weeks, second 8 weeks, etc., and this may affect my VA Educational Benefit payment.
- ✓ I understand that if I receive an "F" grade for a class in which I received VA Educational Benefits that I must notify the FLC Veterans Office and report my last date of attendance. If I fail to do so, the FLC Veterans Office will adjust my enrollment certification to the Department of VA and this may affect my VA Educational Benefits with an overpayment issue.
- ✓ If a withdrawal or other punitive grade is assigned an overpayment may be charged to the student. Per the VA – if an individual does not complete a course and does not substantiate mitigating circumstances for not completing that enrollment will be charged as an overpayment equal to the amount of ALL educational assistance paid for that period of time
- ✓ The VA does not allow payment for the following classes: physical education or athletic-related courses, recommended courses, and any courses which are not transferable or not counted towards an AA/AS degree or certificate program unless: 1) it is listed in the catalog as a required prerequisite for your goal; 2) concurrent enrollment in such a class is listed as required by the catalog; or 3) it has been identified as a required elective by your counselor. In addition, the VA will not pay for remedial courses unless your assessment test scores justify the need.
- ✓ For continued payment, the VA requires that you make satisfactory progress towards your goal. This means maintaining a 2.0 cumulative GPA and completing at least 50% of your units each term. FLC is required to report a termination of your benefits if you go on academic or progress dismissal. Counseling is required prior to readmit after dismissal.
- ✓ All veterans and dependents are required to file a FLC Request for Certification form with the FLC VA office **EACH** semester. This form is your notification to our office that you want to use your VA educational benefits – we never assume that you want to use your benefits. In turn, on the last day of each month, Chapter 30, 1606 and 1607 students must verify their enrollment with the VA for the previous month before the payment is made. The veteran has two methods to self verify: 1) online at www.gibill.va.gov (go to WAVE link) or 2) by phone at 1-877-823-2378. Failure to verify on a monthly basis will result in nonpayment. * Chapter 33 and 35 students do NOT self certify.

For Students Using Post 9/11 GI Bill (Chapter 33):

- I must notify the FLC Veterans Office if I am awarded a fee waiver to avoid billing issues.
- After your submission of the Request for Certification form to the FLC VA office, the college electronically submits the certification to the Muskogee Regional Processing Office. The housing allowance and book stipend are sent directly to the student-the fees & tuition are paid directly to the college. FLC will place a Do Not Drop indicator on these student's records so classes are not dropped for nonpayment. After we receive the payment from the VA, the business services office will post the payment to the student's account. If there is a balance due at that time, the student will be contacted by business services.
- Chapter 33 students are eligible for the monthly BAH when enrolled in more than 50% rate of pursuit (for full semester that is 7 units). The BAH is paid in arrears for the prior month's attendance. The BAH is prorated based on your benefit level (40-100%). The BAH is then prorated to the student's rate of pursuit (rounded to the nearest tenth). For example, a student at the rate of pursuit of 75% would receive 80% of the monthly BAH. 75% of the full-time unit load (12 units) is 9 units for the full semester.
- The book/supplies stipend is \$1,000 per academic year. The stipend is \$41.67 per unit for up to 24 units; prorated based on the percentage of your benefit level.

10/2012

I have read and fully understand the information given to me in this contract. I understand that failure to follow this information could result in a reduction or cancellation of my benefits. If I have any questions, I will contact the college's VA certifying official for clarification.

Student Signature

Date

Name (Please Print)