

4.19.1 Educational Assistance for Veterans

Policy Tracking	Date
Approved	
Revised	December 5, 2018
Reviewed	

- I. Most curriculum programs offered by the College are approved for training under the provisions of Title 38, U.S. Code (GI Bill of Rights).
- II. Students eligible for Department of Veterans Affairs (DVA) educational assistance should follow the procedures outlined below:
 - A. Select a program and apply for admission to the College. All admission requirements must be completed before application for veterans' benefits can be processed. This includes submission and evaluation of transcripts of all prior training.
 - B. Apply for VA benefits at www.gibill.va.gov. The VA will mail the Certificate of Eligibility to the veteran. The veteran must provide the VA School Certifying Official with a Certificate of Eligibility from the VA. The certifying official will go over the VA contract for Blue Ridge Community Students with the veteran at that time.
 - C. Once the student registers for classes each semester, the student must provide the School VA Certifying Official with the class schedule. The VA School Certifying Official will certify eligibility for VA benefits on the VA website (VA ONCE). The VA will process the certification and send funds directly to the student. For Post 9/11 students the VA will send tuition and fee reimbursement directly to the school.
 - D. Disabled veterans attending under Vocational Rehabilitation must have the approval of a counselor at the DVA on Form 28-1905 before payment of benefits may be authorized. Members of the Selected Reserve and National Guard may be eligible under Chapter 1606 to receive benefits while attending the College.
- III. A veteran's last date of attendance will be determined by the following:
 - A. If a student officially withdraws, the date the student withdrew is the effective date; however the official last date of attendance is reported to the VA and must be reported within 30 days of the last day of attendance.
 - B. If a student is administratively withdrawn or stops attending without officially withdrawing, the actual last date of attendance must be determined and reported; and
 - C. If a student completes the term with all "F" and/or punitive grades, the actual last date of attendance for each course must be determined and reported and, if required, terminate the student for unsatisfactory progress.
- IV. A veteran student who changes his or her course load and thereby causes a reduction or increase of his or her entitlement will have the change effective on the date of the drop-add if it occurs during the semester (as validated) or on the first day of the semester if it is a change that occurs after the completion of the previous semester.
- V. The VA Certifying Official at Blue Ridge Community College will notify the DVA through the VA Web site (VA ONCE) of any change in a veteran's status with the College. This will be accomplished within 30 working days of the change.
- VI. A student enrolled in curriculum programs will be required to meet the College's academic standards for grade point average (see Student Policies: Academic Probation). A student is considered to be making unsatisfactory academic progress, and will be placed on academic probation, when his/her cumulative grade point average falls below 2.0. For two consecutive semesters a student on academic probation for one semester will be required to consult with a counselor before registering for another semester. Failure to meet these academic standards will result in suspension of veteran's educational benefits. If the student remains enrolled in the school the student may not be certified until after he/she has met the minimum academic standard for a full term.
- VII. The VA Certifying Official will notify the DVA immediately when a veteran fails to meet the College's academic standards for grade point average. The veteran will be allowed to receive benefits for one more semester in order to bring up their GPA. The VA Certifying Official will report a termination due to unsatisfactory progress if a student remains on academic probation beyond two semesters.
- VIII. Any subject undertaken by a veteran and carried after the formal drop-add period at the beginning of the term must count in computing the student status.

- IX. A veteran student is required to document to the Department of Veterans Affairs the number of credits allowed for previous training. These credits will be subtracted from the total number of hours needed to complete the particular program and the student will receive benefits for such. The student will then be required to complete the remaining hours needed for graduation for his/her chosen curriculum. Time needed to complete the program will vary depending on the amount of credit received from transfer and the course load taken each semester.

- X. A veteran student provides his/her Joint Service Transcript (JST) to the Registrar's Office which will route the student's file to a counselor for evaluation. Counselors evaluate credits using the JST and the American Council of Education (ACE) ID numbers and enter transfer credit on the student's transcript. The VA Certifying Official will note transfer in the certifying process for the student.