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## Chapter 33 Post 9/11 and Transfer of Entitlement

Welcome to CWU and the Veterans Center!

### To Start We Will Need the Following:

**\_\_VA Approval-** We will need a copy of your **Certificate of Eligibility** (The letter from the VA approving your education benefits explaining how many months of entitlement are approved along with percentage tier), your latest Summary of Benefits from VA, or a print out of the Entitlement Information from your EBenefits account. The transfer approval by the DOD from a veteran to dependent will not work. ***For dependents the Certificate of Eligibility must be addressed to the dependent not to the veteran.***

**\_\_Change of Program/Change of Place of Training-** Designated as VA Form 22-1995. This is an information form required for your file by the VA. It is used if benefits have been claimed at another school, there has been a break in attendance, your degree program has changed, or if you are a new student. Submit to the CWU Veterans Center Office. 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.

### **\_\_DD-214 Member 4 copy**

**\_\_Statement of Understanding-** The Veterans Center Office will need the signed Statement of Understanding documents for your student file. You can get this document from the Veterans Center Office once you've been admitted as a student. This will explain your responsibilities of a student using the VA education benefit at CWU.

**\_\_Electing to use Benefits-** When registering for classes, you will be prompted with a pop-up box to indicate if you want to use your VA education benefits for the quarter. If you elect to use them, your schedule will be sent to us automatically. After your benefits have been processed, a registration hold will be placed on your account. If you need to make any changes, please contact our office.

**\_\_Military Transcripts (Veterans only)-** You will need to request your military transcripts be sent to CWU. Please visit the CWU Veterans Center website at <http://www.cwu.edu/veterans/> to get the military transcripts information by clicking on "Prior Military Credits."

**\_\_Apply for Financial Aid-** All scholarships/grants/waivers and student loans are awarded through the financial aid office. If you plan on utilizing any of those visit the financial aid website to get more information <http://www.cwu.edu/financial-aid/>.

### Veterans Center

400 E University Way • Ellensburg WA 98926-7466 • Office: 509-963-3028 • Fax: 509-963-3041

Bouillon Hall 214 • Email: [va@cwu.edu](mailto:va@cwu.edu) • Web: [cwu.edu/veterans](http://cwu.edu/veterans)

EEO/AA/TITLE IX INSTITUTION • FOR ACCOMMODATION EMAIL: [DS@CWU.EDU](mailto:DS@CWU.EDU).

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## Other Key Points:

**Application Fee**-There is a \$50 application fee that is required at the time you apply. Unfortunately, this is not a fee VA will pay.

**Full Time Enrollment**-To be full time at the undergraduate level a student must be in 12 credits required for the degree program VA has on file. At the graduate level the full time measure is 10 credits. Summer quarter enrollment training time is much different. Please check with the CWU Veterans Center Office for summer information.

**On Campus Housing**- The VA does not pay the university directly for housing/dining charges that are applied towards your CWU student account when you live on campus. If you plan on living on campus you will need to plan ahead to pay for those charges by the established due date.

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

**Book and Supplies Stipend**-Starting each fall term VA pays up to \$1000 max per 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.

**BAH**-Also is paid to the student and disperses on the last day of each month for that month. BAH is based on the zip code of the campus where the majority of classes are taken, effective August 1, 2018. 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 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 MyCWU student account, usually in 2 days. The amount VA pays depends on tier eligibility and remaining entitlement. Only classes required for the degree program VA has on file will be certified.

**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. If you are a Non-Resident student, check with the Veterans Center for in-state tuition eligibility based on Choice Act Section 702 and WA ESSB 5355.

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

**Grading/End of Term Processing**-At the end of each term the Veterans Center Office 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.

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