

## Office of Financial Planning Fact Sheet

# Veteran Affairs (VA) Benefits

BSC proudly participates in VA education benefit programs. FP has prepared this fact sheet to help the student who is a qualified veteran of active military service or whose parent is a qualified veteran of active military services understand how VA programs work at BSC. It is an honor to assist America's military families with these VA educational programs.

**UNDERSTAND.** Understand what type of veteran educational benefits you are entitled to. Eligibility depends on:

- your relationship to the qualified veteran. Are you the  
veteran,  
dependent child of the veteran, or  
spouse of the veteran
- your type and length of military service
- the service members' monetary contribution at the time of service

**APPLY.** If you have never used your benefits, you must first apply. Submit an online application, VA Form 22-1990 to the Veterans Affairs Department to receive a Certificate of Eligibility

- National Guard members must also submit Form DD-2384, which can be obtained through your unit
- Transfer students must submit VA Form 22-1995

**TRANSFER BENEFITS.** If you are a parent transferring educational benefits (TEB) to a dependent student, contact VA to determine if your dependents are eligible to receive the transferred benefits. If approved, complete VA Form 22-1990E and submit it to the VA. VA Form 22-1990E should only be completed and submitted to VA by the family member after DoD has approved the request for TEB. Do not use VA Form 22-1990E to apply for TEB. The VA will mail you a Certificate of Eligibility; you must submit a copy of your certificate to the Office of Financial Planning.

**ALLOW 10 WEEKS.** Apply early but no more than 120 days in advance of the semester you are planning to attend. VA processing can take up to 10-weeks for first time applicants. Benefits will not be paid until the process is complete. Early application also allows time for our offices to receive official transcripts for prior university/college attendance and military records required for continued benefit certification.

For information regarding your eligibility chapter and enrollment status please contact the VA at 1-888-442-4451 or visit the GIBILL site.

**SCHOOL CERTIFICATION.** Once the VA has processed your application and the school certification you will begin to receive your benefits within approximately 15 days of the first time you verify your enrollment, if required. Payment will either be sent to you or directly deposited in your bank account from the VA or submitted directly to your institution. The exact payment amount will depend on your chapter of eligibility and your enrollment status as a student (full-time, three-quarter time, half-time or less-than-half-time).

**RENEW.** Continuing students wishing to renew their benefits for another semester must first determine whether or not they need to change their degree plan. Those changing degrees must submit a VA Change of Program form appropriate to their eligibility chapter (Chapter 30 & 1606, VA Form 1995 or Chapter 35, VA Form 22-5495). Chapter 31 students must review their case with their VA caseworker and then submit a new VA Form 28-1905.) to the BSC School Certifying Official (SCO) in the Academic Records Office.

**OTHER FINANCIAL AID.** Veteran students may be eligible for a variety of other need or non-need based tuition assistance programs such as federal financial aid, institutional and private scholarships, work-study, grants and loans. The Financial Aid Office can assist students in the application process for these types of aid.

**CHANGING SCHOOLS.** Veteran students who have used VA educational benefits can transfer between schools with minimal paperwork. To re-apply you need to complete and submit the following documents to the SCO, located in the BSC Records Office:

- The appropriate VA Request for Change of VA Education Program or Place of Training application for your chapter of benefit eligibility (Chapter 30 & 1606, Form 22-1995, Chapter 35, Form 22-5495 or Chapter 31, Form 28-1905 submitted by yourself or your caseworker)
- Official transcripts from prior universities or colleges

**DEGREE PLAN.** The VA requires that students choose a degree plan to ensure that progress is made toward a clear educational objective while the veteran is receiving benefits. Although students are permitted to take classes that do not fit their degree; these courses will not be counted toward benefit payment for the semester they are taken. Once veteran students choose their initial degree plan they may change it at any time by submitting to the SCO the appropriate VA "Request for Change of VA Education Program or Place of Training" application for your chapter of benefit eligibility (Chapter 30 & 1606, VA Form 22-1995, Chapter 35, VA Form 22-5495 or Chapter 31, VA Form 28-1905m submitted by yourself or your caseworker).

**ENROLLMENT STATUS.** If you have to withdraw from a class, this may impact your VA benefits. You must visit the SCO before you drop a class. Withdrawals at any time in the semester without "mitigating circumstances" or good reason, as decided by the VA, will have to be paid back from the beginning of the student's enrollment period. Also, if you do not wish to be certified for a particular term, contact the SCO at the time of pre-registration. The VA Regional Office may follow-up with the veteran if any additional information is needed to determine if any re-payment of benefits is required.

<b>BSC Contacts for VA Benefits.</b>	School Certifying Officer (SCO), Academic Records	205-226-4677
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