

GI Bill Benefit Training

GI Bill Certification Request Form

- ▶ The GI Bill Certification Request Form can be filed online at <https://wvuveterans.wvu.edu>
- ▶ The due date is March 1.
- ▶ Know what benefit you are applying for.
- ▶ When you file the GI Bill Certification Request Form make sure that you list anticipated enrollment for each semester you want certified for. If your anticipated enrollment changes, there is no need to file another form. Simply email our office and let us know.
- ▶ The 2016-2017 GI Bill Certification Request Form covers Summer 2016, Fall 2016, and Spring 2017.
- ▶ The 2017-2018 GI Bill Certification Request Form covers Summer 2017, Fall 2017, and Spring 2018.

GI Bill Certification Request Form

- ▶ There are two addresses/phone numbers requested on the Coordinator Card.
 1. Your Permanent Address and Telephone Number.
 2. Your Campus Address and Telephone Number-this is the address you live at in Morgantown.
- ▶ Make sure the GI Bill Certification Request Form is complete. Things that will delay processing of your benefit:
 1. The GI Bill Certification Request Form not being filled out completely.
 2. The Prior Credit Evaluation not being completed.
 3. Change of Major since last certification.
 4. Veterans Access, Choice, and Accountability Act (commonly referred to as the 702 Law) documentation (Chapter 30 and Chapter 33 students only)
- ▶ Undergraduate students using Chapters 30, 33, and 1606 require a Prior Credit Evaluation of the Veteran's DD214.
- ▶ Undergraduate students using Chapters 33 Transfer of Entitlement and 35 require a Prior Credit Evaluation of either hours transferred in from another institution or Advanced Placement Testing.

Prior Credit Evaluation Process

Chapter 30, 33, and 1606

► Four Step Process

1. Take a copy of DD214 to Military Science (Army ROTC, 2nd Floor Stansbury Hall) for evaluation. You may also email one to armyrotc@mail.wvu.edu Military Science will determine the college credits you will receive from your military service. This may take a couple of weeks to accomplish (Army ROTC can give you a timeline for this). Usually the hours given are 2 credits each for MILS 101, 102, 201, and 202.

Prior Credit Evaluation Process

2. Once the evaluation of the DD214 is complete and the credits have been added to your college transcript (you can check with admissions and records or through your mix account to make sure that the credits have been added to your records), you need come back to Office of WVU Veterans Affairs to obtain a Prior Credit Letter.
3. You will take the Prior Credit Letter to your Academic Advisor. The advisor will review your transcript and indicate, on the letter, how many of the hours you have completed will applied to your degree.

Prior Credit Evaluation Process

4. Once the “Prior Credit” letter has been completed by your advisor, it should be returned to the Office of WVU Veterans Affairs, Ground Floor Mountainlair P. O. Box 6898. Your Academic Advisor may also email it to our office at: veterans@mail.wvu.edu

Important Rules & Information About Receiving Your GI Bill Benefits At WVU.

- ▶ Priority Registration
- ▶ Degree Pursuant Coursework
- ▶ Veterans Choice, Access, and Accountability Act (commonly referred to as the 702 Law)
- ▶ National Guard
- ▶ Changes of Major
- ▶ Communication

Priority Registration

- ▶ All students receiving Veteran's Educational Benefits are eligible for Priority Registration.
- ▶ By registering on the first day general registration is open you will have more options in choosing courses to meet your degree requirements and personal schedule.
- ▶ The sooner you register for classes, the sooner the Veteran Certifying Officials at WVU can submit an Enrollment Certification to the VA.
- ▶ Registering early also helps your academic department give the Certifying Officials confirmation of your Degree Pursuant courses.

What does the VA Consider Degree Pursuant Coursework

- ▶ The VA will only allow the Veteran Certifying Officials at WVU to submit Enrollment Certifications for classes that are deemed Degree Pursuant.

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- ▶ The VA will only allow the Veteran Certifying Officials at WVU to submit Enrollment Certifications for classes that are deemed Degree Pursuant.
- ▶ GEC's and GEF's
- ▶ Undeclared major - you can only be listed as Undeclared in the Center for Learning, Advising and Student Success (CLASS) until you reach Junior status (58 hours)
- ▶ Coursework needed to get into major
- ▶ Major coursework
- ▶ Free electives that are defined by each major
- ▶ D/F repeat coursework that is needed for a major

What is Not Considered Degree Pursuant Coursework

- ▶ Any minor (unless it is part of a major requirement).
- ▶ Any classes used to fulfill ROTC requirements (unless they can fulfill another GEC or GEF).
- ▶ Any number of free electives that go beyond what is defined by the major.

Veteran Hold

- ▶ The purpose of the Veteran hold is to make sure that students don't register for classes that aren't Degree Pursuant. By registering for classes that aren't Degree Pursuant there is a chance that you may incur a debt with the VA by being overpaid.
- ▶ All Undergraduate students using Veteran's Educational Benefits have this hold on their account.
- ▶ This hold is NOT a hold on your GI Bill Benefits.
- ▶ The hold simply prevents you from adding/dropping classes without notifying the Veterans Affairs Office first. **** If you are dropping a class after the first week of classes you must go to the Veterans Affairs Office for Debt Management Counseling to have the hold lifted.***
- ▶ The hold will be on your STAR account as long as you are receiving Veteran's Educational Benefits.
- ▶ You can get the hold lifted by contacting the Veterans Affairs Office at (304) 293-8825

**** Prior to each general registration period the hold is automatically lifted. Once the general registration period is over the hold will automatically go back on.***

Academic Advisors

- ▶ There is an Academic Advisor in each college that is responsible for submitting Degree Pursuant Coursework information to the Veterans Affairs Office each semester.
- ▶ The following slides are a list of Academic Advisors from each college.
- ▶ These are subject to change. If you have questions about who to contact, please don't hesitate to contact the Veterans Affairs Office at (304) 293-8825 or by email at veterans@mail.wvu.edu

▶ College of Business & Economics

Lawrence Iorio - (304) 293-7816 - lawrence.iorio@mail.wvu.edu

▶ CLASS (Center for Learning, Advising and Student Success

Jessica Stidham - (304) 293-5805 - jessica.stidham@mail.wvu.edu

▶ College of Creative Arts

Jeanne Friebe - (304) 293-4330 - jeanne.friebe@mail.wvu.edu

▶ College of Eberly Arts & Sciences

Tara Robbins - (304) 293-7476 - tara.robbs@mail.wvu.edu

▶ College of Education and Human Services

Regina McGraw - (304) 294-4352 - rmmcgraw@mail.wvu.edu

▶ College of Law

Kristi Wright - (304) 293-6767 - kristi.wright@mail.wvu.edu

▶ College of Physical Activity and Sport Sciences

Lindsay Augustine - (304) 293-3393 - lindsay.Augustine@mail.wvu.edu

▶ Davis College of Agriculture, Natural Resources, and Design

Lauren Devine - (304) 293-2275 - [ldaub@mail.wvu.edu](mailto:lداub@mail.wvu.edu)

▶ Reed College of Media

Emily Roush - (304) 293-5873 - emily.roush@mail.wvu.edu

▶ Reed College of Media-IMC

Amber Novotny - (304) 293-8683 - amber.novotny@mail.wvu.edu

▶ School of Dentistry

Cathy Boyce - (304) 293-4393 - caboyce@hsc.wvu.edu

▶ School of Dentistry (Dental Hygiene)

Amy Funk - (304) 293-3418 - afunk@hsc.wvu.edu

Lori Grover - (304) 293-3417 - lgroover@hsc.wvu.edu

▶ School of Medicine (Exercise Physiology)

Toni Burbridge - (304) 293-3611 - tburbridge@hsc.wvu.edu

Diana Gilleland - (304) 293-7121 - dgilleland@hsc.wvu.edu

▶ School of Medicine (Physical Therapy/Occupational Therapy)

Brenda Wolfe - (304) 293-1690 - bwolfe@hsc.wvu.edu

▶ School of Medicine (MD)

Jason Hedrick - (304) 581-1891 - jhedric8@hsc.wvu.edu

▶ School of Nursing

Misti Woldemikael - (304) 293-8325 - mmmichael@hsc.wvu.edu

▶ School of Pharmacy

Jennifer Clutter - (304) 293-1552 - jeclutter@hsc.wvu.edu

▶ School of Public Health

Sherry Kuhl - (304) 293-1795 - skuhl@hsc.wvu.edu

▶ Statler College of Engineering and Mineral Resources

Ryan Sigler - (304) 293-0398 - ryan.sigler@mail.wvu.edu

Dave Solley - (304) 293-3162 - dave.solley@mail.wvu.edu

Veterans Access, Choice, and Accountability Act (702 Law) - Chapter 30 and Chapter 33 Post-9/11

This is a federal law that went into effect on July 1, 2015. It allows Non Resident Veteran students, and Non Resident Dependent students, to be assessed Resident tuition and fees instead of Non Resident tuition and fees as long as the student has Post-9/11 benefits to use.

Once the student has used all of the available benefit the student will then be assessed Non Resident tuition and fees unless the student:

1. Appeals residency with Admissions and Records.
2. Are a participant in the Academic Common Market program.
3. Are a participant in the Ohio Reciprocity program.

National Guard

- ▶ Although you may have been advised that National Guard pays 100% tuition there is a \$7000 cap on National Guard Tuition Assistance. This means that students will not have enough money to fully cover the Spring semester. This will result in a balance due to WVU from the student.

Example: minimum tuition and fees for a year are currently \$7992 (\$3996 per semester). If National Guard only pays \$7000 that would cover the \$3996 for the Fall semester but leave the student with only \$3004 National Guard tuition assistance to use for Spring. The student would then owe a balance of \$992 to WVU.

- ▶ Students can receive both the PROMISE Scholarship and National Guard.
- ▶ There are two separate applications for National Guard. One is for students receiving PROMISE and National Guard. The other one is just for National Guard.
- ▶ Applications must be submitted 60 days prior to each term at the following link: <https://www.wvguardtuition.com/> This website has other important information you need to familiarize yourself with.

Communication

- ▶ You should check your mix email regularly. This is the University recognized email system.
- ▶ This is especially true after you have left campus for breaks. When reviewing the GI Bill Certification Request Form we may need to contact you once you're off campus to request additional information.

Communication

- ▶ If you change your major, you need to notify our office within seven (7) days of the change.
- ▶ If you add classes, notify our office within seven (7) days.
- ▶ If you need to drop a class, you will need to come in to see a representative for Debt Management Counseling. Then you will be instructed to contact your Academic Advisor to have the hold lifted so that you can drop the class.

Change of Major

- ▶ If you change your major, you need to notify the Veterans Affairs Office within seven (7) days of the change.
- ▶ Form 22-1995 for Chapter 30, 33, and 1606
- ▶ Form 22-5495 for Chapter 33 (Transfer of Entitlement) and Chapter 35
- ▶ Prior Credit Evaluation

Verification of Enrollment Chapter 30 and Chapter 1606

- ▶ Wave System: www.gibill.va.gov/wave
- ▶ 1-877-823-2378
- ▶ This needs to be done the very last day of each month.

Other Useful Contact Information

- ▶ Department of Veterans Affairs 1-888-442-4551
- ▶ Direct Deposit 1-877-838-2778
- ▶ Office of WVU Veterans Affairs
 - ▶ (304) 293-8825
 - ▶ (304) 293-7024 FAX
 - ▶ P O Box 6898, Morgantown, WV 26506-6898
- ▶ Physical Location - Ground Floor Mountainlair across from the Games Area
 - ▶ veterans@mail.wvu.edu
 - ▶ <https://wvuveterans.wvu.edu>