CHAPTER 33 EDUCATIONAL BENEFITS PACKET

Welcome and thank you for your interest in Lanier Technical College. Great Careers Begin Here!
This packet contains all the information you need to utilize your benefits at LTC. If you have any questions, please feel free to contact our Financial Aid Department’s School Certifying Official.
The Department of Veterans Affairs pays education benefits to qualified veterans and reservists who are attending approved courses or programs.

Spend some time on the GI BILL® website to find out which benefits package is best for you. Each package is different, with varying requirements and payment stipulations. Some of the choices can be irrevocable.

Be sure of what you want before you apply for VA benefits!

- [http://gibill.va.gov/resources/benefits_resources/benefit_comparison_tools.html](http://gibill.va.gov/resources/benefits_resources/benefit_comparison_tools.html)

Our School Official does not have the ability to tell you what benefits you are eligible for through the VA. We process the benefit information you receive from the VA once you determine your eligibility.

- Complete the Application for Education Benefits through the Veterans Online Applications web site (VONAPP): [http://www.vabenefits.vba.va.gov/vonapp](http://www.vabenefits.vba.va.gov/vonapp)
  You will receive your “Certificate of Eligibility” from the VA directly. Once you have this document, it is your responsibility to get Lanier Technical College a copy. The VA does not provide the school with any information directly on your behalf. We must have that document (or a printed copy of your education entitlement from the eBenefits site) on file in order to secure your schedule and get you certified. MAKE THIS A PRIORITY!

- Make sure all requested documents are completed and submitted to our office.

These documents are required before your file can be completed:

<table>
<thead>
<tr>
<th>Certificate of Eligibility (VERY IMPORTANT!)</th>
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<tbody>
<tr>
<td>Official Military Transcript <a href="https://jst.doded.mil/">https://jst.doded.mil/</a> (if applicable)</td>
</tr>
<tr>
<td>Copy of DD214 (if applicable for Admissions)</td>
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</table>

*Post 9/11 - Chapter 33 Veterans wishing to transfer benefits to dependents must apply with the Department of Defense. (Specific requirements apply.) For information on transferability, please visit: [http://www.gibill.va.gov/documents/Post-911_Transferability.pdf](http://www.gibill.va.gov/documents/Post-911_Transferability.pdf)*

Please Note: You must still complete The Admissions Application for LTC

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A Unit of the Technical College System of Georgia

EOI

Revised 09/20/2017
Applying for Post 9/11 - Chapter 33 VA benefits is an irrevocable choice. Be sure you have explored all of your options.

Chapter 33 - Post 9/11 GI Bill® VA benefits will pay Lanier Technical College directly for in-state tuition and mandatory fees at the percentage of benefits you qualify, but not to exceed the maximum in-state undergraduate tuition and fees at a public Institution of Higher Learning. The percentage you qualify at depends on how long you served after September 11th, 2001. The VA will determine what you qualify for when you submit your application. We must have confirmation of benefits on file in order to secure your schedule. If you are not approved for benefits by the payment deadline, then you must come out of pocket, or have other resources of financial aid in place to take care of your balance.

You must request the “Transfer of Credit”, Include all previous colleges & military training. (Please see the “Request for Transfer Credit” form attached).

Under Public Law 111-377: A student’s tuition and fees will be processed in the following order:
- State Funds (as eligible)—so if you’re HOPE eligible, this is applied to your account first.
- VA Funds (based on eligibility)—the VA is billed after HOPE pays, based on your eligible percentage
- Federal Funds (as eligible)—any federal money is applied to cover any remaining balance prior to disbursement to you.

►VA does not pay for late fees.
►VA does not pay for “out-of-state” tuition rates. If you are considered, out of
►VA does not pay for remedial classes that are held online or hybrids – Only lecture!
►VA does not pay for classes that are not listed on your program of study (unless it is your absolute AND FINAL semester of a program, then see me about “ROUNDING OUT”.

Repeating Courses
Courses that are failed or for which the grade does not meet minimum requirements for graduation may be certified for VA purposes if they are repeated. Courses that are successfully completed may not be certified for VA purposes if they are repeated, unless a program requires a higher grade than achieved. For example, if Nursing requires a “B” or better in Biology, then that course may be repeated if a “B” was not earned. You may also repeat courses in your FINAL semester if you “Round Out” your schedule. (See me prior to your final semester).

The VA will pay your housing allowance and book allowance directly to you based on the Zip Code of the college at the pay rate of “E5 with dependents”.

Housing allowance:
- Prorated by the student’s rate of pursuit. To get the maximum BAH (Basic Allowance for Housing) you must be full time (12 credit hours).
- To get the maximum benefit, at least one class must be a lecture class. (The class must be held all in a classroom - not online or hybrid. MOST HYBRIDS DO NOT MEET VA’s REQUIREMENTS).
- If you are taking all online classes, you will be paid at a lower rate; please see SCO for details.
- Monthly housing allowances are paid directly to the student.

Book allowance:
- You are responsible for purchasing your own books. The VA will pay an annual book allowance up to your maximum percentage of eligibility
- The book percent ranges from 40% ($16.67 per credit enrolled) to 100% ($41.67 per credit enrolled), but no more than $1,000 per calendar year, proportionately based on hours of enrollment.
- There is a max of 12 hours of book allowance available per semester, and a maximum of 24 hours allotted per year. (24 credits x $41.67 = $1000.08)
- The academic year run from August 1st to July 31st
- NOTE: If you qualify for benefits at 60% then you get 60% on the book allowance as well.

The VA highly recommends students plan carefully and take very seriously the classes for which they enroll. Dropping classes, reducing hours, or changing programs may result in an overpayment and the student will be responsible for returning the funds that were overpaid.
The chart below is used for determining the percentage of benefits a veteran may qualify for under the Post 9/11 – Chapter 33 GI Bill.

Eligible individuals include those who serve on active duty at least 90 aggregate days beginning on or after September 11, 2001, or individuals discharged with a service-connected disability after 30 days of continuous service. An Honorable character of service is now required for all service periods ending on or after January 4, 2011, including those with a condition Interfering With Duty (CIWD), a condition Existing Prior to Service (EPTS) Hardship (HDSP). CIWD, EPTS, and HDSP discharges prior to January 4, 2011 that are not dishonorable, may still be qualifying.

The following table applies to all categories:

<table>
<thead>
<tr>
<th>Post-9/11 Service</th>
<th>Percentage of Maximum Amount Payable</th>
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<tbody>
<tr>
<td>At least 36 months</td>
<td>100%</td>
</tr>
<tr>
<td>At least 30 continuous days on active duty and discharged due to service-connected disability</td>
<td>100%</td>
</tr>
<tr>
<td>At least 30 months, but less than 36 months</td>
<td>90%</td>
</tr>
<tr>
<td>At least 24 months, but less than 30 months *</td>
<td>80%</td>
</tr>
<tr>
<td>At least 18 months, but less than 24 months</td>
<td>70%</td>
</tr>
<tr>
<td>At least 12 months, but less than 18 months</td>
<td>60%</td>
</tr>
<tr>
<td>At least 06 months, but less than 12 months</td>
<td>50%</td>
</tr>
<tr>
<td>At least 90 days, but less than 06 months</td>
<td>40%</td>
</tr>
</tbody>
</table>

**NOTE:** Service of 90 days, but less than 24 months does not include entry level and skill training. Service of 24 months and greater does include entry level and skill training.

* If you back out entry level and skill training and the aggregate days of service are still at least 730 days, then the entry level and skill training is included in the aggregate for determination of the level of benefit. If backing out entry level and skill training brings the person’s service to less than 730 days, then it cannot be included in the aggregate for determination of the level of benefit.

-The table above was copied from documentation provided by the VA office.
Students receiving the Montgomery GI-Bill ® Active Duty or Selected Reserve are able to use the WAVE internet application on our main website (https://www.gibill.va.gov/wave) to:

- Submit a Monthly Verification of Enrollment
- Report a Change in Enrollment
- Change a Mailing Address
- Change a Direct Deposit
- View current Benefit Information
- Sign up for monthly reminder messages
- Determine if there is any “paperwork” pending at VA (coming soon)

**Visit us on the web at:**
WWW.GIBILL.VA.GOV

**Don’t Forget Our FAQ Website**

Our Website contains an excellent Frequently Asked Questions area. This area of our website allows you to search our database of over 150 Frequently Asked Questions.

If you can’t find an answer to your question, the site gives you the ability to establish a secure account and ask the VA any question that you may have.

All you need to establish an account is an email address. You will also be asked to make up a password so that only you will be able to access your account.

ALL students receiving education benefits from VA can call:
1-888-GIBILL-1
(1-888-442-4551)

The VA automated phone system can answer many of your common questions quickly and easily. Below are some general instructions for the automated options.

- Dial 1-888-GIBILL-1
- Press 1 - if you have a touch tone phone.
- Press 1 - for information on your MGIB - Active Duty or Selected Reserve benefit.
  - Press 1 - for the amount of your last payment and the date it was processed.
  - Press 2 - for the date we mailed your monthly certification form – if mailed.
  - Press 3 - for the date we processed your last monthly certification of enrollment.
  - Press 4 - for general information on your last education award.
- Press 2 - for general information on other education benefits.
- Press 3 - to find out how to apply for benefits or where to send your application.

Need to verify your enrollment but don’t have Internet access?
Call us at:
1-877-823-2378
Evaluation of Previous Colleges & Military Training for Transfer Credit

Veterans, reservists, service persons, etc. applying for VA Educational Benefits must provide Lanier Technical College with a copy of their DD-214(member 4), course completion certificates, official college transcripts from all previous colleges, official military transcripts along with a “Request for Transfer Credit” form so that the transcripts can be evaluated.

LANIER TECHNICAL COLLEGE IS NOT ALLOWED TO CERTIFY YOUR ENROLLMENT PAST THE SECOND SEMESTER UNLESS THE TRANSFER CREDIT PROCESS IS FINALIZED.

To request your Official Military Transcript, please log-on to the Joint Services Transcript web-site at:
https://jst.doded.mil/

✓ Select the OKAY button at the bottom of the screen.
✓ Press “Register” at the top and follow the steps.
✓ Create your unique User Name and Password. (Please note the special character requirements for the password).
✓ You will then “Request an Official Transcript” for “Lanier Tech”.

If you change your program of study:
A) You will need to do a Change of Program form with Admissions AND the Lanier Technical College VA OFFICE.
B) You will have to submit another “Request for Transfer Credit” form to the Registrar’s office for your transcripts to be reviewed towards your new program of study.

If you have any further questions regarding your Official Military Transcript, please contact our VA office at Lanier Technical College for assistance.
CONTACT INFORMATION SHEET
PLEASE MAKE SURE THE INFORMATION YOU PROVIDE IS ACCURATE
(Please write clearly)

NAME _________________________________________  SS# __________________________________

DATE OF BIRTH _________________  PROGRAM OF STUDY ______________________________

**MUST FILL OUT THIS QUESTION**

MAILING ADDRESS _______________________________________________________

_______________________________________________________

_______________________________________________________

EMAIL ADDRESS ______________________________________________

HOME PHONE ______________________________________________

WORK PHONE ______________________________________________

CELL PHONE ______________________________________________

If you change any of your contact information, it is your responsibility to make necessary updates with this office. Seldom do we need to contact you, but if we do, it is vital that we are able to find you. If you cannot be reached via phone, email, or mail, this could result in a termination of benefits until we are contacted.

_____________________________________________        _________________________
STUDENT SIGNATURE            TODAY’S DATE

Please return to the VA Office at Lanier Technical College
School Certifying Official’s Information:

Oakwood Campus
2990 Landrum Education Dr.
Oakwood, GA 30566
770-533-7022
Fax: (678)989-3181

Lanier Technical College is an Equal Opportunity Education Institute
A Unit of the Technical College System of Georgia
Lanier Technical College Office of Veterans Affairs
Statement of Understanding

Please carefully read and initial each line.

________________ I understand I am responsible for notifying Lanier Technical College’s Veterans Affairs Office each and every semester I attend. I understand VA will only pay for courses used towards my major.

________________ I understand that the Lanier Tech Veterans Affairs Office will not discuss any VA educational benefits with a spouse or parent(s) unless the FERPA form is completed and a copy is placed in my file.

________________ I understand that it is my responsibility to provide Lanier Technical College with a copy of my ‘Certificate of Eligibility’ issued by the Department of Veterans Affairs. (The SCO may accept a copy of eBenefits page in lieu of ‘COE’).

________________ I understand that if I am using my VA Educational Benefits for the first time, my enrollment will not be submitted to the VA until a copy of my Certificate of Eligibility (or eBenefits page) is provided to Lanier Technical College.

________________ I understand I must report any of the following changes to the Lanier Technical College Veterans Affairs Office immediately. Failure to do could result in the suspension or denial of future benefits and/or require repayment of benefits already received.
   1. Withdrawal from school
   2. Dropped classes
   3. Added classes
   4. Changes in major or program of study

________________ I understand that satisfactory academic progress, personal conduct, and attendance must be maintained according to school policy. This information is reported to the VA every semester by the School Certifying Official (SCO), per VA rules and regulations.

________________ I understand that Lanier Technical College will certify enrollment in a timely manner, however, the Regional VA Office in Atlanta may take 6-10 weeks (sometimes longer) to issue funds. No funds come directly from the SCO.

________________ I understand that if I have any questions regarding the receipt of funds, I understand I should first contact the Veterans Affairs Office to verify that my enrollment has been certified and has been submitted to the Atlanta VA Regional Office. I will contact the VARPO for all money issues at 1 (888) 442-4551.

________________ FOR Chapter 33-Post 9/11 Educational Benefits Students: I understand that the VA pays tuition and fees directly to Lanier Technical College on my behalf. If there is any overpayment of funds and a refund occurs it is I, the student’s, responsibility to pay the overpayment back to VA.

________________ FOR Chapter 35: I understand that if I am in a non-degree seeking program, then the VA will not pay for any ONLINE/ONLINE HYBRID classes. I am responsible for all charges pertaining to those classes. I also am aware that the VA is not billed for my tuition and fees. I must have Financial Aid in place, or have my bill resolved by the deadline.

________________ I understand that if I make changes to my schedule, after I have told the SCO that my schedule is ready to be certified, then those changes may result in overpayments. This can be, but not limited to, changing programs, adding classes, dropping classes, or withdrawing completely from a program.

________________ I understand that if I only qualify for a percentage of the VA benefits, or if I am considered out-of-state, then I am responsible for paying any tuition and fees that are not covered by the VA.

________________ I have received information containing Lanier Technical College’s Veterans Affairs office phone numbers and hours and also the Department of Veterans Affairs toll free number and website.

Student Signature: ___________________________________________ Lanier Tech ID#: _____________________________

Date: _______________________________

THIS FORM WILL BE KEPT IN YOUR LANIER TECHNICAL COLLEGE VETERANS AFFAIRS FILE FOLDER. A COPY OF THIS STATEMENT CAN BE PROVIDED TO YOU UPON REQUEST.

Date Received (For Office Use Only): 09/20/2017GSS