

Veterans Education Benefits Acknowledgment

Instructions to Student:

1. Complete both sides of this form and submit it to va@montreat.edu or deliver it to Office of the Registrar, Room 5, Gaither Hall.
2. Submit a copy of your Certificate of Eligibility (provided by the VA). Obtain a copy by calling 1.888.442.4551

Enrollment will not be certified for payment of benefits until both documents are received **and all enrollment requirements are met.**

First Name: _____ Middle Initial _____ Last Name: _____

SSN: _____ Student ID: _____ DOB: _____

E-mail: _____@montreat.edu Phone: _____

MILITARY STATUS & BENEFIT TYPE/LEVEL - Obtain from the Certificate of Eligibility or from VA (888-442-4551)

<input type="checkbox"/> Veteran	<input type="checkbox"/> Chapter 33 - Post 9/11 G.I. Bill	Percentage _____
	<input type="checkbox"/> Chapter 30 - Montgomery G.I. Bill	N/A
	<input type="checkbox"/> Chapter 31 - Vocational Readiness & Employment (VR&E)	N/A
<input type="checkbox"/> Reservist	<input type="checkbox"/> Chapter 33 - Post 9/11 G.I. Bill	Percentage _____
	<input type="checkbox"/> Chapter 1606 - Montgomery G.I. Bill - Reserves	N/A
<input type="checkbox"/> Active Duty	<input type="checkbox"/> Chapter 33 - Post 9/11 G.I. Bill	Percentage _____
	<input type="checkbox"/> Chapter 30 - Montgomery G.I. Bill	N/A
<input type="checkbox"/> Dependent	<input type="checkbox"/> Chapter 33 - Post 9/11 G.I. Bill	Percentage _____
	<input type="checkbox"/> Chapter 35 - Dependents Educational Assistance	Sponsoring Parent's SSN _____

CAMPUS INFORMATION

I attend...

<input type="checkbox"/> Main Campus / SAS
<input type="checkbox"/> Remote Campus / AGS (Asheville, Charlotte, Morganton, Online)

ENTRY TYPE

I am entering as a...

<input type="checkbox"/> First-Time Freshmen
<input type="checkbox"/> Undergraduate Transfer
<input type="checkbox"/> Graduate Student (AGS only)

MY INITIALS AND SIGNATURE INDICATE MY UNDERSTANDING OF AND AGREEMENT TO FOLLOW MONTREAT COLLEGE POLICIES AND PROCEDURES GOVERNING VETERANS EDUCATION BENEFITS. FURTHER, I AM LIABLE FOR FAILURE TO FOLLOW PROCEDURES, AND ANY FALSE INFORMATION GIVEN TO MONTREAT COLLEGE REPRESENTATIVES.

Printed Name

Signature

Date

COMPLETE BOTH SIDES OF THE FORM. INCOMPLETE FORMS WILL NOT BE PROCESSED AND BENEFITS WILL NOT BE CERTIFIED.

MONTREAT COLLEGE ADMINISTRATION OF VETERANS EDUCATION BENEFITS

To maximize your VA education benefits, it is important for you to know how they are administered. Additionally, you are responsible to take certain actions while receiving your benefits. Both are outlined in this document.

Both the VA and Montreat College are available to assist you:

- VA contact information: 888-442-4551
- Montreat College School Certifying Official (SCO) contact information: va@montreat.edu | 828.307.3732

By accessing VA education benefits to which I am lawfully entitled through Montreat College I understand that:

_____ My enrollment will not be certified for benefits until each of the following is met:

- I meet ALL conditions of my acceptance;
- My student file is complete including official copies of all applicable transcripts (high school, college, and military) and/or test scores (GED) as outlined in the Admissions section of the current catalog. I understand that transfer credits do not include credits from testing or credits received for experiential learning;
- I have provided a copy of my Certificate of Eligibility or award letter to the SCO (va@montreat.edu). If I just applied for educational benefits, I will provide a copy of the confirmation of application through <https://www.va.gov/education/how-to-apply/>, or a copy of the application I mailed to VA.

_____ It is my responsibility to immediately inform the SCO (va@montreat.edu) of any changes in my enrollment after the enrollment certification is submitted to the Department of Veterans Affairs including: changes in my program of study, dropping or adding courses, withdrawal from courses or from Montreat College. **Failure to notify the VA Certifying Official of schedule changes can result in overpayment from the VA and subsequent repayment required by me.**

_____ I cannot be paid for: audited courses, credits by exam, courses taken outside my degree plan, repeated courses with a passing grade, courses at Montreat College for which I received transfer credit from another institution, exams, or experiential learning, or any courses not counting toward graduation. Distance (online and independent study) courses can cause a reduction in pay if not taken at the same time as a residential course.

_____ I can be paid only for those courses that are part of my program of study, and it is my responsibility to enroll in courses strictly required in my curriculum. I understand that if I want to substitute a course in my curriculum, I will obtain approval from the Office of the Registrar for the substitution, and I will provide a copy of the approval to the SCO (va@montreat.edu).

_____ I am expected to attend all class meetings. Failure to report non-attendance or changes in enrollment will result in suspension of my VA education benefits. I am liable for any false information given to the VA Certifying Official or reported directly to the VA website.

_____ I must make consistent satisfactory academic progress toward completion of my program of study. Unsatisfactory academic progress will result in termination of my VA educational benefits.

_____ I must be enrolled full time as defined below: (check the one that applies to you):

- Traditional program: a minimum of **12** credits over the length of a semester (15 weeks). **If a student is eligible for the 100% VA benefit, Montreat College participates in the Yellow Ribbon program which means that the college will cover any remaining tuition and required fees (technology, wellness, activity, and any course fees not pertaining to travel), after all VA benefits are received. For residential students only, room and board is covered by institutional aid after federal, state, and other scholarships have been applied. Students are responsible for the athletic participation and parking fees, where applicable. All financial aid is recalculated each year after the FAFSA is filed and is subject to change.**
- Undergraduate adult program: a minimum of **4** credits per session (5 – 6 weeks)
- MSEE program: a minimum of **6** credits per semester (15 weeks)
- MBA, MSML, or MACMHC programs: **3** credits per session (8 weeks)
- Any other course lengths will be discussed with the SCO to clarify the training length as full time, three-quarter time, half time, or one-quarter time.

Public Law 93-579 (Privacy Act of 1974) requires you be informed of the purposes and uses to be made of the information which is solicited by the Department of VA, National Guard, or Reserve Unit. The information will be used in your best interest in determining eligibility to the maximum benefits allowable by law for any programs or opportunities.