Veteran Benefits Checklist Sheet

Certification will be reported on a semester bases after the class print out is submitted to the Financial Aid Office. The classes enrolled for the semester must be on your education plan.

Dear Veteran:

All items on this VA packet must be returned to the VA /Financial Aid Office (Including prior academic transcripts & class print out that matches your Ed Plan) before you can be certified.

The following must be completed in order to process your VA Educational Benefits. If not sure what your VA Education Benefits you are eligible for please go to http://www.gibill.va.gov/GI_Bill_Info/benefits.htm, to determine what chapter you are eligible to apply. You can also go to our website: http://www.gavilan.edu/finaid/va/forms.html for forms for VA Educational Benefits. Please return this form with your paperwork, complete with signature.

**Checklist for Veterans Applying for VA Educational Benefits**

1. ___ Copy of DD214  Make sure you have fill out an application to Gavilan College to receive your Gavilan College ID number. You make get an application at www.gavilan.edu/admit

2. ___ Application for Veterans Educational Benefits on line at: http://vabenefits.vba.va.gov/vonapp/main.asp submit and print-out the application or submit approved letter from Department of Veterans to Gavilan College Financial Aid/VA Office.

3. ___ Veteran Benefits Enrollment Certification Request

4. ___ Submit Academic transcripts from all other institutions to Gavilan College Admission and Record. Inform them that you are applying for VA Educational Benefits and that Gavilan College VA Office need copies.

5. ___ Please make an appointment through our Counselors’ on line www.gavilan.edu/counseling to meet with counselor for an education plan.

6. ___ Educational plan (A major or program must be declared to be certified) students are able to access their Education plan, once student meets with counselor, on MyDegreeWorks through MyGav Portal.

7. ___ If you are NOT eligible for the new GI Bill Chapter 33 Post 9/11 please fill-out the Board of Governors' Fee Waiver Grant (BOG). You can download application at: www.gavilan.edu/finaid.

8. ___ If you are a dependent of a veterans please fill-out the California Department of Veterans Affairs College Fee Waivers, for application go to www.cdva.ca.gov and send to the given address or fax to be approved. Once you receive the letter from the California Department of Veterans Affairs please complete the Board of Governors Fee Waiver Application (BOG) with a letter from the California Department of Veteran Affairs so you will not need to pay full tuition for the school year.

9. ___ You might also be eligible for FAFSA (Free Application for Federal Student Aid), please fill out the FAFSA application on line at: www.fafsa.ed.gov. Once you fill-out the application print out the confirmation page.

When claiming dependents submit copies of marriage license, divorce decreed, (if applicable) and children’s birth certificates. Veterans changing majors, address, or place of training, ask for VA 22-1995 for re-certification. Each semester bring a copy of your schedule and when adding or dropping let us know.

_________________________________________________   _______________________________
Signature         Date
Veteran Benefits Enrollment Certification Request

Name: ___________________________________    Social Security #_______________

VA File # ____________________________   Date of Birth: ______________________

Address: ____________________________   City: ___________    Zip: _____

Phone # Home: _______________  Work: _____________    Cell Phone __________________

E-mail:________________________________________________________________________

(E-mail print clearly, we will be contacting you through e-mail with information or if we have questions)

Date you were separated from the military __________________

Have you served an aggregated period of active duty after 9/11/2001? ___ Yes ___ No

Under which program will you receive benefits for the first time?  CHECK ONE

Chapter 30 (New G.I. Bill) ___  Chapter 35 (Widow/Dependent) ___  Transfer ___
Chapter 31 (Voc. Rehab) ___  Chapter 106 (Reservist) ___  New Student ___
Chapter 32 (VEAP) ___  Chapter 33 (9/11) ___  Continuing Student ___
Chapter 34 (Old G.I. Bill) ___  Returning Student ___

Are you applying for VA Educational Benefits for the first time?  ___ Yes  ___ No

If you did apply for VA Educational Benefits at another school you need to fill out form 1995
Request of Change of School or Training. can be down loaded from www.gavilan.edu/finaid.

If you attended college elsewhere submit official transcripts.

Name of the school you last received VA Benefits or attended:__________________________________________________________________________

Number of college units completed _____ (Includes all college work before, during and after military service)

Academic Objective (Circle one)  A.A.  A.S.  CERT.  B.A.  B.S.  Transfer Program

Intended Transfer School _________________________________________________________

PLEASE READ BEFORE SIGNING: I understand that I must REQUEST CERTIFICATION OF ENROLLMENT and that the above information is correct. I understand that any tuition or fees that are not paid by the GI Bill will be my responsibility to pay Gavilan College. I understand that should any changes (adds, drops, withdrawals) take place, I will PROMPTLY notify Gavilan College Financial Aid/Veteran Office so that action can be taken to modify my certification. I further understand that I am liable for any overpayment to the VA that may occur due to not reporting changes on my part.

______________________________________________  _______________________
Signature         Date
Consent for Release of Veteran Student Information
2012-20013
(If no release of information to another person is needed please do not complete or submit)

If you wish your records to be released to another party, you must complete the information below; submit this form to the Financial Aid/VA Office and present valid picture identification, for the person or persons you wish to release your information to, which can include:

1. Driver license
2. State ID
3. School ID
4. Military ID

Veteran Name ____________________________Veteran Gavilan ID #_____________

I hereby authorize the individual(s) listed below access to information regarding my VA information at Gavilan College for the __________ academic year. I understand that this only pertains to the Veteran Information and not other Gavilan College Departments on campus and I have the right to rescind this request at any time.

Name ________________________________ Relationship ___________________

Name ________________________________ Relationship ___________________

Veteran Signature Required ___________________________ Date ____________

FOR OFFICE USE

Copy of picture ID attached ______        ___________    ________________________
Date Received           Staff Signature
This handout is provided to assist you in better understanding your Veterans Educational Benefits from a practical viewpoint, and to guide you in effectively accessing and utilizing your benefits. If you have a specific question not covered in this handout please contact the Gavilan College Financial Aid/Veterans Office.

Please read and initial.

Transcripts: It is a VA regulation that you submit all prior college official transcripts to the Gavilan College Admission and Records Office for consideration of prior credit. Transcripts must be submitted for Evaluation of Course Requirement for Current Major is completed by your counselor.

Evaluation of Course Requirement for Current Major: Every student receiving veterans educational benefits who has completed his/her first semester at Gavilan College will be required to have an Evaluation of Course Requirement for Current Major on file at the Gavilan Veteran Office. You will also need an Educational Plan which will indicate all required courses remaining for completion of your declared academic objective. VA will only authorize payment of benefits for courses which appear on your Educational Plan. You must make an appointment for an Educational Plan with the Gavilan College Counseling Office (408)848-4723 and make sure you let them know you need a Veterans Educational Plan. Be sure all prior college official transcripts are submitted before making your appointment. NOTE: Prepare early! Counseling appointments are limited and could delay certification of VA Benefits.

Understand restrictions of the GI Bill and your Major/Program/Degree Objective:

- **Certificate/A/AS Majors:** The VA requires that you declare a single major and degree at any given time, and that you obtain an Educational Plan for that specific major and degree objective. Programs can only be certified at Gavilan College if they are offered in our catalog and have been accepted by the Department of Veterans. There is no limit to the number of times you may change a major; however, each time you change you must make a counseling appointment for a new educational plan and submit Form 22-1995 from the VA..

- **Transfer Major:** If pursuing a transfer major, you are required to declare a major and intended transfer institution for VA purposes. The counselor you meet will help you with this process. It is our commitment to help you receive your benefits and obtain your academic goals. We will make recommendations which will ensure you can do both while allowing us to remain compliant with stringent VA Regulations.

- **Students intending to earn both an AA/AS degree AND transfer:** Unfortunately you can only declare one degree objective at a time. Work with your counselor to develop an educational plan so that you can complete your requirements under one declared objective while also fulfilling requirements for the second objective. This way you can complete your first objective and eventually change your major to complete your second objective.

**Certification:** You can be certified for any classes your first semester without an EVALUATION. After the first semester you may only be certified for classes indicated as remaining requirements on your valuation. You may not be certified for recommended classes, even if they would help you with specific job skills.
**Short term and Late-Starting Classes:** Classes which do not meet for the entire length of the semester may only be certified for the time interval the class meets. This may affect your payment; although you may be enrolled in 12 units for the semester. If they do not meet during the full semester you will not be fulltime during the entire period of enrollment.

**Change of Enrollment:** You are required to report any changes of your enrollment to the Gavilan College VA Office in a timely manner. Failure to do so may result in overpayment of benefits. If overpayment occurs the Department of Veteran Affairs will reduce all further payments until the amount overpaid is returned.

**Monthly Self-Certification of Enrollment:** On the last day of each month Chapter 30 and Chapter 1606 students must verify their enrollment with the VA for the previous month before payment is made. The veteran has two methods to verify; 1) online at [http://www.gibill.va.gov](http://www.gibill.va.gov) or phone 1-877-823-2378.

**Change of Address:** If your address has changed or is going to change you need to notify the Gavilan College VA Office and Gavilan College Admission/Records. You can also change your address for Gavilan College Admission/Records at [www.gavilan.ed](http://www.gavilan.ed) MyGav.

**Satisfactory Progress:** Basically, you must earn a 2.0 GPA each semester or you will be placed on VA Probation. You may continue to receive veterans benefits while on probation for a maximum of TWO semesters, but you will be disqualified from benefits if your academic progress continues to remain below 2.0 after TWO semesters. Students disqualified from benefits are required to check with the Office of Veteran Affairs as to reinstatement of their benefits. Counseling may be required prior to reinstatement.

**Exhaustion of Benefits:** Veterans receiving Educational Benefits have **36 months of full time payments** and student **dependents have 48 months of full time payment**. Additional months are added if benefits are not full time to give an equivalent value. It is recommended that you keep track of your benefits, anticipate when they will end and plan accordingly. If your VA benefits end at least one day into a semester, the VA will pay for that entire semester. Education benefits are permanently terminated 10 years from date of a veteran’s active duty discharge regardless of whether the student veteran still has time left on their benefits. However, veterans who re-up during this 10 year period will have an extension to the original 10 years.

**Financial Aid:** Financial Aid (federal and state grants, loans, fee waivers and work-study) is available to all Gavilan College students including those receiving Veteran Educational Benefits. You may receive veteran benefits AND financial aid simultaneously. Financial aid is based on a federal formula which evaluated income, assets, and demographic information. Apply for financial aid online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). For more information and assistance please contact the Gavilan College Financial Aid Office at finaid@gavilan.edu or call 408-848-4727 or review the website at [www.gavilan.edu/finaid](http://www.gavilan.edu/finaid).

--------------------------------------------------------------------------------------------------

**Please sign and submit to the Financial Aid/VA Office.**

I read and understand the responsibilities I have as a veteran receiving the VA Education Benefits.

<table>
<thead>
<tr>
<th>Student signature</th>
<th>Date</th>
</tr>
</thead>
</table>

Office use:

<table>
<thead>
<tr>
<th>Staff Signature</th>
<th>Date</th>
</tr>
</thead>
</table>
VA Certification Request Form

The VA Certifying Official at Gavilan College will certify benefits on a term by term once the following are complete:

1. Provide Registration Receipt to the Gavilan Financial Aid/Veteran Office.
2. Your classes for the semester are listed on Education Plan.
3. VA Certification Request Form has been submitted.

Name:_____________________________   G00_______________________

I understand that I must REQUEST CERTIFICATION OF ENROLLMENT for EACH SEMESTER with Gavilan College Veteran Office. I understand that I must promptly notify Gavilan College VA Office of changes in unit status or major. Failing to do so may result in an overpayment of benefits which need to be repaid to VA.

I am requesting certification of VA Educational Benefits for the following semester:

☐ Summer, Year:______________ (Provide Registration Receipt)

☐ Fall Semester, Year:______________ (Provide Registration Receipt)

☐ Spring Semester, Year:______________ (Provide Registration Receipt)

I understand that I must be following my Education Plan in order to have benefits certified.

Signature:_______________________________________________        Date:_________________

Veteran Resource Center

Connect with Veterans
Theatre 128 (map and hours)
5055 Santa Teresa Blvd.
Gilroy, CA 95020
(408) 848-4787

Veteran Resource Center Website: http://www.gavilan.edu/veterans/

Gavilan College is committed to the success of our veterans. Veterans Services are provided to ensure that our veterans have a successful transition from deployment to post-deployment life or from military to civilian life.
WHAT CHAPTER ARE YOU?

This is a list and short description of each chapter.

- **Chapter 31 Vocational Rehabilitation** – Veterans with compensable service connected disabilities that meet certain qualifications. Must be enrolled in minimum of 6 units to be eligible for this benefit. Contact Department of Veterans Affairs’ Vocational Rehabilitation and Education program (also known as Voc-Rehab) which offers disabled vets counseling, training, education and other services needed to help reintegrate into the civilian workforce. [http://www.military.com/money-for-school/veteran/gi-bill/vocational-rehabilitation-and-employment-vre](http://www.military.com/money-for-school/veteran/gi-bill/vocational-rehabilitation-and-employment-vre)

- **Chapter 1606 Montgomery GI Bill-Selected Reserve** – Active reserve and Guard members who, on or after July 1, 1985 agreed to serve at least six years.

- **Chapter 1607 Reserve Educational Assistance Program (REAP)** – Active members of the Selected Reserve called to active duty in response to a contingency operation declared by the President or Congress. The Chapter 1607 benefits pay a percentage of the Chapter 30 three-year or more rate based on the number of continuous service days on active duty.

- **Chapter 35 Dependents Educational Assistance** – Dependents and survivors of service-connected disabled veterans (100% total/permanent) or deceased veterans.

- **Chapter 30 Montgomery GI Bill** – This benefit is available in two categories to qualifying veterans:
  1. Active duty service beginning July 1, 1985 or after.
  2. Active duty service beginning on or before December 31, 1979 served continuously through June 30, 1988 or after.

- **Chapter 33 Post 9/11 GI Bill** - only active duty service performed after 9/11/2001, may be considered for determining eligibility for this new benefit. To be eligible, a service member or veteran must have served at least 90 days aggregate days on active duty. However, individuals honorably discharged for a service-connected disability who served 30 continuous days after 9/10/2001, may also establish eligibility.

- **Veterans Retraining Assistance Program (VRAP)** - Congress passed, and the President has signed into law, the VOW to Hire Heroes Act of 2011. Included in this new law is the Veterans Retraining Assistance Program (VRAP). VRAP offers up to 12 months of training assistance to unemployed Veterans.

Go to: [http://vabenefits.vba.va.gov/vonapp/main.asp](http://vabenefits.vba.va.gov/vonapp/main.asp) for an electronic application form that may be completed and submitted online requesting your Veteran Education Benefits or come into the Gavilan College Financial Aid/Veteran Office for the paper application. You can also go to the following website [www.gavilan.edu/finaid](http://www.gavilan.edu/finaid) to print out an application for VA Educational Benefits.
Veteran Educational Benefits
Post 9/11 (Chapter 33)
BASIC ALLOWANCE FOR HOUSING (BAH)
(Updated 08/01/2013)
Full time status (12 or more units)

Rate Query Results

<table>
<thead>
<tr>
<th>Zip Code</th>
<th>E-5 with DEPENDENTS:</th>
<th>E-5 without DEPENDENTS:</th>
<th>COUNTY</th>
</tr>
</thead>
<tbody>
<tr>
<td>95020</td>
<td>$2544.00</td>
<td>$2148.00</td>
<td>Santa Clara County</td>
</tr>
</tbody>
</table>

For more information go to [www.gibill.va.gov](http://www.gibill.va.gov)

<table>
<thead>
<tr>
<th>Member Serves</th>
<th>Percentage of Maximum Benefit Payable</th>
</tr>
</thead>
<tbody>
<tr>
<td>At least 36 months</td>
<td>100%</td>
</tr>
<tr>
<td>At least 30 continuous days on active duty and must be 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>

Book and supplies stipend pays $41.67 per credit certified up to 24 credits for the academic year. (Example: 12 units x $41.67 = $500.04 for one semester based on units)
MONTGOMERY GI BILL ACTIVE DUTY (CHAPTER 30) INCREASED EDUCATIONAL BENEFIT

EFFECTIVE OCTOBER 1, 2012
Educational Assistance Allowance for trainees under the Montgomery GI Bill - Active Duty (Ch. 30 of title 38 U.S.C.). The following basic monthly rates are effective October 1, 2012.
For trainees on active duty, payment is limited to reimbursement of tuition and fees for the training taken.
If you participated in the “$600.00 buy-up” rates can be found at www.gibill.gov.

The following rates apply to those completing an enlistment of three years or more.

<table>
<thead>
<tr>
<th>Training Time</th>
<th>Monthly rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full time</td>
<td>$1,564.00</td>
</tr>
<tr>
<td>¾ time</td>
<td>$1,173.00</td>
</tr>
<tr>
<td>½ time</td>
<td>$782.00</td>
</tr>
<tr>
<td>less than ½ time more than ¼ time</td>
<td>$782.00 **</td>
</tr>
<tr>
<td>¼ time or less</td>
<td>$391.00 **</td>
</tr>
</tbody>
</table>

MONTGOMERY GI BILL-SR (CHAPTER 1606) INCREASED EDUCATIONAL BENEFIT

EFFECTIVE OCTOBER 1, 2012
Educational Assistance Allowance for trainees under the Montgomery GI Bill – Selected Reserve (Ch. 1606 of Title 10, U.S.C.). The following basic monthly rates are effective October 1, 2012.

<table>
<thead>
<tr>
<th>Training Time</th>
<th>Monthly rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full time</td>
<td>$356.00</td>
</tr>
<tr>
<td>¼ time</td>
<td>$266.00</td>
</tr>
<tr>
<td>½ time</td>
<td>$176.00</td>
</tr>
<tr>
<td>Less than ½ time</td>
<td>$89.00</td>
</tr>
</tbody>
</table>
MONTGOMERY GI BILL-SR (CHAPTER 1607) RESERVE EDUCATIONAL
ASSISTANCE PROGRAM INCREASED EDUCATIONAL BENEFIT

EFFECTIVE OCTOBER 1, 2012

Educational Assistance Allowance for trainees under the Reserve Educational Assistance Program (Ch. 1607 of Title 10, U.S.C.). The following basic monthly rates are effective October 1, 2012.

For trainees on active duty, payment is limited to reimbursement of tuition and fees for the training taken.

<table>
<thead>
<tr>
<th>Training Time</th>
<th>Consecutive service of 90 days but less than one year</th>
<th>Consecutive service of 1 year +</th>
<th>Consecutive service of 2 years +</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full time</td>
<td>$625.60</td>
<td>$938.40</td>
<td>$1,251.20</td>
</tr>
<tr>
<td>¾ time</td>
<td>$469.20</td>
<td>$703.80</td>
<td>$938.40</td>
</tr>
<tr>
<td>½ time</td>
<td>$312.80</td>
<td>$469.20</td>
<td>$625.60</td>
</tr>
<tr>
<td>Less than ½ time More than ¼ time</td>
<td>312.80**</td>
<td>$469.20**</td>
<td>$625.60**</td>
</tr>
<tr>
<td>¼ time or less</td>
<td>$156.40**</td>
<td>$234.60**</td>
<td>$312.80**</td>
</tr>
</tbody>
</table>

SURVIVORS’ & DEPENDENTS’ - (DEA/CHAPTER 35) INCREASED EDUCATIONAL BENEFIT

EFFECTIVE OCTOBER 1, 2012

Educational Assistance Allowance for trainees under the Survivors' and Dependents' Educational Assistance Program (Chapter 35 of title 38, U.S.C.). The following basic monthly rates are effective October 1, 2012.

<table>
<thead>
<tr>
<th>Training Time</th>
<th>Monthly rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full time</td>
<td>$987.00</td>
</tr>
<tr>
<td>3/4 time</td>
<td>$740.00</td>
</tr>
<tr>
<td>1/2 time</td>
<td>$491.00</td>
</tr>
<tr>
<td>less than 1/2 time more than 1/4 time</td>
<td>$491.00 **</td>
</tr>
<tr>
<td>1/4 time or less</td>
<td>$246.75 **</td>
</tr>
</tbody>
</table>

Veterans Retraining Assistance Program (VRAP)

If your application is approved, you will be eligible for VRAP benefits beginning October 1, 2012.

You may receive up to 12 months of payments equal to the monthly full time payment rate under the Montgomery GI Bill-Active Duty Chapter 30.

VRAP Program will terminate March 2014.