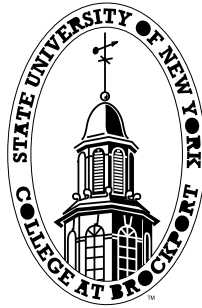


HANDBOOK FOR STUDENTS RECEIVING VA BENEFITS



Veterans Affairs
SUNY College at Brockport
350 New Campus Drive
Brockport, New York 14420
(585) 395-2315

PREFACE

Welcome to SUNY College at Brockport. Brockport offers many unique and diverse opportunities for an extraordinary education at the bachelor's degree level. Learn more about our innovative curriculums, our extensive study abroad opportunities, pre professional programs and more on our Web site: <http://www.brockport.edu>

The staff of the Veterans' Affairs Office are full-time college employees whose goal is to help you. We can help you with VA forms, get answers and help solve problems concerning VA benefits. Our Office is **NOT** affiliated with the U.S. Department of Veterans Affairs.

This handbook includes only those VA educational programs available at Brockport. If you would like information about other VA benefits programs such as housing loans, medical benefits, etc., please contact the VA directly at the address and telephone number listed in the back of this handbook. If you have any questions regarding your GI Bill benefits, please feel free to contact us by writing to:

Veterans Affairs Office
SUNY College @ Brockport
350 New Campus Drive
Brockport, New York 14420-2937

You can also contact us by telephone at (585) 395-2315 by email at Finaid@brockport.edu in person by visiting the Veterans' Affairs Office in the Rakov building on the first floor of the SUNY Brockport Campus.

The handbook is divided into two parts - the first part deals with rules and regulations (both Brockport's and the VA's) and how they apply to you and your attendance at Brockport. The second part includes information on VA education benefit programs (listed by chapter), chapter eligibility requirements and application procedures.

Section I

GENERAL STUDENT INFORMATION

The information contained in this section generally applies to all persons receiving VA education assistance. Any exceptions are listed within each particular section.

KEEPING IN TOUCH

Veterans Affairs staff may need to contact you about your VA benefits. It is very important that you keep your contact information current. Be sure to let the Veterans Affairs Office know of any change to your telephone number or mailing address.

Within a few days after you first register for classes, Brockport will assign you an email address. It is also important that you check your Brockport email at least once a week. Veterans Affairs staff may send you important information about your VA benefits through your ANGEL email account.

RELEASE OF VA BENEFIT INFORMATION

Veterans Affairs staff will **not** release your VA benefit information, including payment amounts and dates of payments, to any person, (including your parents or your spouse) or to any organization without your prior written consent. Limited information about your GI Bill benefits may be released to Federal/State agencies and to certain offices within the college such as the Financial Assistance. If you want your spouse, parents or any outside agency to be able to make VA benefit inquiries on your behalf or to have access to your payment information, you **MUST** complete a ***Veterans Request for Action Relating to GI Bill Education Benefits*** form in the Veterans Affairs office. If you have any questions about the release of VA information, please contact Veterans Affairs.

ADMISSION TO THE COLLEGE

Veterans Affairs will not process applications for VA education assistance unless you have applied for admission to the college and have been accepted into an educational program. Veterans Affairs can help you with both your application for admission and with your application for VA education benefits.

Our staff will explain payment procedures, enrollment certification, etc. at the time you make application for veteran educational assistance. You should contact our office at least 60 days prior to your anticipated class starting date to allow for processing time by Veterans Affairs and the VA.

CREDIT FOR PRIOR TRAINING AND EXPERIENCE

The VA requires that all of your prior education be evaluated for credit toward meeting graduation requirements in your Brockport program. The evaluation will include the military courses you took while you were on active duty and any course(s) you took at Brockport or other colleges/universities. If you have taken courses that meet graduation requirements in your current major, the Registrar's Office will grant you credit toward your Brockport degree. The credit you receive will become part of your official Brockport transcript. If you are planning to transfer to another college after completing your degree at Brockport, you should check with the Registrar's Office at your new school to determine how credit for military courses will affect your transfer. Not all colleges accept military credit or accept military credit in the same way.

How to Get Credit For Courses Taken At Other Colleges/Universities

If you have taken courses at another college or university, you **MUST** contact the Registrar's Office of the school(s) where you took the classes and request that an official transcript be sent to the Brockport Registrar's Office. Generally, Brockport will only accept courses from colleges, universities and other educational institutions

- that are accredited by a regional accrediting agency
- where your grade was C- or higher, and
- meet graduation requirements in your current Brockport major.

The Registrar's Office and your Departmental Office determine the number of semester hours that you may transfer to Brockport from other colleges. If you change majors, Veterans Affairs will request that your transcripts be reevaluated for courses that will transfer to your new major.

How to Get Credit For Military Training

To receive credit for military service schools, you must furnish the Registrar's Office with documents indicating course completion such as

- military transcripts - including those from the Community College of the Air Force, AARTS (Army/ACE Registry Transcript System) or SMART (Sailor/Marine ACE Registry Transcript). **If you need help getting your military transcript, see us - we'll be glad to help.**
- a certificate of completion or diploma for each course you took; and/or
- a copy of your DD-214.

To insure an accurate evaluation, documents should include the name, date, and location of each course.

How to Get Credit for Extra-Institutional and Non-Academic Learning

You may also be allowed credit for learning acquired outside a formal academic setting. Such learning could include training acquired through employment, or other informal nontraditional learning.

You may acquire credit for such nontraditional learning by taking one of the many available standardized tests. Standardized tests available at Brockport include CLEP, DANTES, and Excelsior Examination, Department Credit, Educational Experience in non-collegiate organizations.

POLICY FOR STUDENTS CALLED TO ACTIVE DUTY

If, as a member of a National Guard unit, Reserve Component, or as a discharged veteran, you are called to active duty, **immediately contact Veterans Affairs**. It will be best if you come in person and bring a copy of your assignment orders. If you cannot come to the office yourself, send a copy of your assignment orders to Veterans Affairs at the address in the front of this handbook. In addition, please let us know who we can contact if we have questions. Based on the information in your assignment orders, Veterans Affairs will notify the Registrar's Office, your major

department office, the Bookstore, and each of your instructors of your call to active duty and of your departure date. Our staff will advise you on options available to you with regard to grades, refund of tuition, etc. ***IT IS VERY IMPORTANT THAT YOU CONTACT VETERANS AFFAIRS BEFORE YOU LEAVE CAMPUS.***

ENROLLMENT CERTIFICATION

At the beginning of each term, the Veterans Affairs staff will review your current course registration and certify your enrollment status to the VA. Your certification will be based on your enrollment status (see the table below) as of the end of the add/drop period for that term. **Only those courses that meet graduation requirements in your current program can be used to determine your enrollment status.**

Enrollment Status	Academic Term				
	Fall	Winter	Spring	Summer	
				4-weeks	2-weeks
Full-time	12 hours or more	2 hours or more	12 hours or more	4 hours or more	2 hours or more
Three-quarter time	11 or 9 hours	1 hour	11 or 9 hours	3 hours	1 hour
Half-time	6 hours	1 hour	6 hours	2 hours	1 hour
Less than half-time	5 hours or less		3 hours or less	1 hour	

If you are a full-time student, Veterans Affairs will certify your enrollment status for 1 year or the length of your program whichever is shorter. You will likely have a payment delay at the beginning of your first term of enrollment and after each break in enrollment, since it will take from 4 to 6 weeks for the VA to process the enrollment certification and to send the first benefit check. After the first check is received, benefit payments should be received regularly each month. Yearly certification provides for continuous payments to you - as long as there is less than a 30-day break between academic terms and as long as you maintain a continuous full-time status. If you want to attend summer term, you should contact Veterans Affairs prior to registration for an explanation how your summer payments will be made.

WHAT YOU HAVE TO REPORT TO THE VA AND VETERANS AFFAIRS

Your Enrollment Status

If you receive benefits under Chapters 30 or 1606/1607, you are required to verify your enrollment status each month to the VA and Brockport. There are two ways to verify your enrollment --- by calling the VA using a touch-tone telephone or by using the Internet.

- To verify using the VA's telephone system (IVR) call 1-877-823-2378 from a touch-tone telephone and follow the instructions given.
- To verify using the Internet go to the VA's WAVE (Web Automated Verification of Enrollment) web site, www.gibill.va.gov/wave/default.cfm, and follow the instructions provided.

The two verification systems are activated on the last day of each month. It is *very important* that you verify your enrollment each month. ***YOU WILL NOT RECEIVE YOUR BENEFIT CHECK UNTIL YOU VERIFY YOUR ENROLLMENT.***

Notify Veterans Affairs immediately if you believe that there is an error in your enrollment status.

Your Class Attendance

You are required to maintain regular attendance to continue receiving VA benefits. **If you stop attending classes, your benefits will be terminated.** The effective date of the termination will be the last date of your attendance as determined by the records maintained by your instructors. Your benefits may also be terminated if it is determined that irregular attendance is affecting your academic progress. If something happens that causes you to miss a significant number of classes, notify Veterans Affairs and notify your instructors.

If your benefits are terminated, you will probably have to repay some of the benefits previously paid to you.

DIRECTIONS FOR VERIFYING ATTENDANCE ON ANGEL

1. Go to www.brockport.edu
2. Under the current students tab, select **ANGEL**
3. Follow the instructions to sign into **ANGEL**
4. Upon gaining access to **ANGEL**, go to the Community Groups section under the student's class list. **Veterans' Attendance** should appear.
5. The veteran must then select the icon for the month the verification of attendance is required. This may appear under the **What's New** area but if it does not, select the **content** icon. This will take the veteran to the required area to verify attendance.
6. The student will indicate credit hours and changes/additional comments and submit.
7. This will fulfill the requirement for the month.

A Change in Academic Major

You **must** notify the VA and Brockport's Veterans Affairs Office in writing if you change your major. If you are receiving benefits under Chapter 31, you must contact your Voc-Rehab counselor **prior** to changing majors. Completed forms should be returned to Veterans Affairs.

A Change in Enrollment Status

It is **YOUR** responsibility to notify Veterans Affairs of any change in your enrollment status. You must notify Veterans Affairs if you drop or withdraw from a course, terminate from school, or make any other changes that would affect your payment status. Failure to notify Veterans Affairs may result in an overpayment of benefits that you will have to pay back to the VA.

If you withdraw from or drop a course or courses, you may have to repay all or part of the benefits you received for the course(s). The VA will reduce or stop benefits either as of the date the withdrawal took place or as of the beginning of the term depending

on the situation. Either case will probably result in an overpayment to you that must be repaid to the VA. (See the section on Overpayments)

You may be able to avoid repaying benefits due to the withdrawal from a course if you can show that the withdrawal was caused by mitigating circumstances. The VA defines "mitigating circumstances" as unavoidable and unexpected events that directly interfere with pursuit of a course and are beyond your control. If you claim mitigating circumstances as a reason for withdrawing or dropping a course, the VA may request evidence to support the claim, such as statements from a doctor or from an employer.

A Change of Address or Bank Account

Promptly notify Veterans Affairs and the VA of any change in your mailing address. Failure to do so may result in lost or late benefit checks. If a VA benefit check is returned to the VA due to an invalid address, no further checks will be issued until the address is corrected. The best and easiest way to notify the VA of your change of address is to call the VA (1-888-442-4551) and provide the VA counselor with your new address information.

If you are receiving your benefit payments using direct deposit, you must notify the VA of any changes your bank account information. Follow the same procedures as indicated above for changes of address.

A Change in Dependency Status

If you are receiving benefits under Chapter 30 for service prior to 1977 (see Chapter 30 Category 2 in part 2 of this handbook), and you are receiving an additional allowance for dependents, you must promptly report any change in the status of any claimed dependent. Examples of reportable changes include the death of a dependent, divorce or separation from a spouse, termination of custody of an adopted child, marriage of a child, etc.

If you are the surviving spouse or a dependent child of a veteran receiving benefits in your own right under Chapter 35, you must report changes in your own dependency status. These changes may include remarriage of a widow(er), divorce from a veteran, divorce of a veteran parent/step-parent or death of a veteran-parent.

VA EDUCATION BENEFIT PAYMENTS

Under most circumstances, VA education benefit checks are mailed directly to you or deposited directly in your checking account. Benefit checks should generally be received between the 1st and the 10th of each month, depending on the VA benefit program (30, 1606/1607, etc). VA checks are received one month in arrears (for example, the check for the month of September will be received in October).

The following is an approximate indication of when you should receive your first benefit check:

IF YOU START AT THE BEGINNING OF	YOUR FIRST CHECK SHOULD BE RECEIVED IN
Fall Term	October
Winter Term	February
Spring Term	February
Summer Term	July

Benefit checks will be mailed to the address indicated on your Application For Education Benefits, VA-Form 22-1990.

OVERPAYMENTS

Failure to follow the reporting requirements in the previous sections may cause an overpayment of benefits. If you believe that an overpayment has been made, immediately contact Veterans Affairs and the VA Regional Office (1-888-442-4551). **Do Not Cash Checks That You Believe Contain An Overpayment.** By law, the VA is required to take prompt action to recover overpayments. These actions may include:

- Adding interest and collection fees;
- Withholding future benefits until the debt is paid;
- Referring the debt to a private collection agency;
- Withholding Federal Income Tax refunds; and/or
- Filing a lawsuit in Federal court to collect the debt.

GRADES AND ACADEMIC PROGRESS

Standards of Academic Progress

As part of the VA application process, you must determine an educational, professional, or vocational objective and declare a major leading to that objective. You are also required to comply with Brockport's entrance requirements for your intended major and to maintain satisfactory academic progress.

As a student receiving VA education benefits, you are expected to maintain the same level of satisfactory academic progress as all other Brockport students. Satisfactory progress is defined in the ***Your Right to Know and Academic Policies Handbook*** as receiving a 2.00 grade point average (GPA) or higher for each academic term of enrollment. If you receive less than a 2.00 GPA, you will be placed on academic probation for your next term of enrollment. If you fail to get a 2.00 GPA during your probationary term you will be released from the college and your VA education benefit payments will be stopped.

Non-Punitive Grades

A non-punitive grade is a grade that does not count toward meeting graduation requirements in your current academic program. You cannot be paid for a course in which a non-punitive grade is assigned.

Any non-punitive grades you receive may cause your enrollment status to be recalculated. The new enrollment status will be based on the courses for which you received punitive grades (A, B, C, D, or F).

Repeating a Course to Get a Better Grade

Brockport will allow you to repeat any course - unless repeating the course is prohibited or limited by your major department. Generally, the VA will not count a repeated course(s) in the determination of your enrollment status if you received a passing grade the first time you took the course. It does not matter whether the course was taken at Brockport or at another college or university. VA will only count a repeated course in the determination of your enrollment status under the following conditions:

- You received a grade of F in the course.
- You received a grade of D in the course and your major department requires at least a grade of C for graduation.
- Courses from other colleges where you received a grade of D+ or lower. These courses will be determined as not transferable to Brockport by the Registrar's Office. Therefore, if you received a grade of "D" in a course at another school and the course is required for graduation by your major department, you will be allowed to repeat the course.
- You received a grade of "D" in the course and you need to repeat the course to raise your GPA to 2.00.

Veterans Affairs will not certify repeated course(s) unless the original grade was "F". If you want to repeat a course that you have previously passed, you must notify Veterans Affairs and provide a letter from your Department Chair indicating that you are required to repeat the course to meet graduation requirements.

Exception: Where computers and other high technologies are involved, your department may believe that, even though you received a passing grade, it is necessary that you repeat the course to update your skills and knowledge. In such cases, simply provide Veterans Affairs with a letter from your major department indicating the original course title, the term you took the course, your grade for the course, and a statement indicating the department's desire that you re-take the course.

APPROVED PROGRAMS AND COURSES

Please visit Brockport's Web site <http://www.brockport.edu/catalogs/undergraduate> to view the college catalog on-line.

OTHER SOURCES OF HELP AND FINANCIAL ASSISTANCE

There are other departments within the college that can offer additional assistance, both financially and personally. Most of these areas are available to all Brockport students and are not affiliated with the VA. If you would like more information, please feel free to contact the indicated office directly or contact Veterans Affairs.

Federal Tuition Assistance

Active duty members of a regular military component and certain members of reserve components may be eligible for tuition assistance. Tuition assistance will pay up to 100% of an eligible student's tuition and fees. In addition, persons eligible for Chapter 30 benefits may also be eligible for the "Top-Up" program. "Top-Up" will pay for the remaining amount of tuition and fees left unpaid by tuition assistance. For further information on tuition assistance and "Top-Up" contact your unit education office or the Department of Veterans Affairs.

Financial Assistance

The Brockport's Financial Assistance Office can help you seek financial help in addition to your VA education benefits. If you are seeking financial assistance based on need, you are required to submit a *Free Application for Federal Student Aid* (FAFSA). You may do this by filing the FAFSA on the Web at: <http://www.fafsa.ed.gov>. You have the best chance for financial assistance if you have your needs analysis reports on file with the Financial Assistance Office prior to the 15 March proceeding the academic year for which the assistance is requested.

Federal Financial Assistance Programs

Federal Pell Grant

The Pell Grant award is a grant made to students based on college costs and your expected personal and family contributions. The PELL Grant does not have to be paid back. The maximum Pell Grant award is \$4,050 per year (2005-2006).

Supplemental Educational Opportunity Grant (SEOG)

This award is for students of substantial financial need who, without the grant, would be unable to continue their education.

Federal Work-Study

This program makes part-time job opportunities available to students who need help in meeting their college expenses. Preference is given to qualified students with the greatest financial need. The current payment rate for work-study is \$6.00 per hour and you should expect to work 8 to 15 hours per week.

William D. Ford Direct Loan Program

This loan program enables students to borrow from the Federal Government. These loans must be repaid with repayment beginning 6 months after you leave school, graduate, or drop below half-time enrollment status. The maximum amount a first year dependent student can borrow is \$2,625 per year. Independent students can get an additional unsubsidized direct loan of up to \$4,000 per year.

State of New York Programs

The New York National Guard Tuition Aid Program provides for a tuition assistance payment to any SUNY, CUNY, state university or community college. Eligibility is determined by the Adjutant General's Office of the New York National Guard. Application forms should be obtained from your National Guard unit. To be eligible you must:

- Be a resident of New York.
- A member of the New York Army or New York Air National Guard.
- Completed your initial active duty training (MOS qualified).
- Meet the college's entrance requirements.

Brockport Foundation Scholarships

Scholarships are offered through the Brockport College Foundation by various private organizations and individuals.

For further information on these financial assistance programs, contact the Brockport Scholarship Office at the address and telephone number listed in the back of this handbook. Or you may visit the Web site: <http://www.brockport.edu/scholarships>

COUNSELING

The counseling staff at Brockport is made up of qualified professionals who can assist you with academic advising, career planning, decision-making, and stress management. The counseling staff maintains an "open door" policy at all times. Feel free to contact a counselor at any time for either academic or personal advising.

Veterans With Disabilities

Brockport is committed to providing reasonable accommodation to all students with disabilities. If you have any type of disability that you believe might hinder your academic progress without proper accommodation, you should contact the Office of Students with Disabilities located in Seymour College Union Room 227, 395-5409. You do not have to be receiving VA or Vocational Rehabilitation benefits to take advantage of the academic accommodation.

II

VETERAN'S EDUCATION BENEFITS

VA education benefits are authorized to veterans and qualified dependents under specific chapters of Title 38, U.S. Code (USC). Each Chapter has specific eligibility requirements. The Brockport Veterans Affairs Office CANNOT determine your eligibility for VA education benefits. The U.S. Department of Veterans Affairs can only make that determination.

You may receive benefits from only one VA educational chapter at a time even though you may have eligibility under more than one chapter and your total eligibility can never exceed 48 months.

Listed on the following pages are the various VA chapters and the general eligibility requirements for each. If you have specific questions on any of the chapters or eligibility requirements, please contact Veterans Affairs or the U.S. Department of Veterans Affairs.

CHAPTER 31 - VA VOCATIONAL REHABILITATION

To be eligible under Chapter 31 you must receive, or be entitled to receive, compensation for a service connected disability at a rating of 10% or greater. You must have been discharged or released from active duty under conditions other than dishonorable. The VA determines the need and nature of vocational rehabilitation necessary to overcome your disabilities. Generally, you are eligible for Chapter 31 benefits for a period of 12 years following the date you were notified of your eligibility for VA disability compensation. An extension is available under certain circumstances with further extensions granted by the VA when it has been determined that the extension is necessary due to the nature of your disability and your need for vocational rehabilitation. Benefits include payment of tuition, fees, books, supplies, transportation, and a monthly subsistence allowance.

In addition to Chapter 31 benefits, you may also be eligible for vocational rehabilitation programs administered by the State of New York. You may be eligible for New York Vocational Rehabilitation assistance even if the disability is not service related or if you have a disability rating of less than 10%. If you believe you may be qualified, contact the New York Vocational Rehabilitation counselor at the number listed in the back of this handbook.

CHAPTER 34 – VIETNAM ERA GI BILL

Generally, payments of education benefits under Chapter 34 ended on December 31, 1989. Chapter 34 benefits were provided to those persons who entered active duty between January 31, 1955 and December 31, 1976.

Under certain conditions benefits formerly payable under Chapter 34 are now payable under Chapter 30. The conditions under which such payments may be made are listed in the section of this handbook covering Chapter 30 benefits (Category 2).

Eligibility for any benefits from Chapter 34 ends on the 10th anniversary of the date of your release from active duty or your Basic Termination Date (BTD) whichever is earlier.

The benefit payment rates from Chapter 34 are listed in Appendix A (see Chapter 30).

CHAPTER 32 - VEAP

Chapter 32, the Veterans Educational Assistance Program (VEAP), was established for persons who entered active duty after December 31, 1976 and before July 1, 1985. To be eligible you must have

- contributed money to VEAP while on active duty and enrolled in the VEAP program prior to April 1, 1987
- served on active duty for a continuous period of 181 days or more. However, you may be eligible if you were discharged for a service-connected disability before serving 181 days on active duty.

- been discharged or released from service under conditions other than dishonorable.

If you enlisted for the first time after September 7, 1980 or entered active duty as an officer or enlistee after October 16, 1981, you must have completed 24 months of continuous active duty. Under certain conditions the 24-month active duty requirement may be waived. If you are interested in obtaining a waiver of continuous active duty time, please contact the VA or Veterans Affairs for further information.

Eligibility for education benefits under Chapter 32 end 10 years from your date of release from active duty or Basic Termination Date, whichever is earlier.

Under certain circumstances, you may have your benefits under VEAP converted to Chapter 30. Generally, this conversion process should have been explained to you at the time you were discharged from active military service. If you converted your VEAP benefits to Chapter 30, you should have received a DD Form 2366, Election to Receive Chapter 30 Benefits. (See Chapter 30, Category 3A)

Periodically the VA will administer a program that will allow persons receiving benefits (or eligible to receive benefits) under Chapter 32 to have those benefits converted to Chapter 30. The conversion of Chapter 32 benefits to Chapter 30 will generally mean a higher monthly pay amount. If you are interested in converting your Chapter 32 benefits to Chapter 30, you should contact the VA Regional Office to determine if the conversion program is available and the procedures for conversion.

If you have eligibility under Chapter 32, you will be entitled to a maximum number of monthly benefit payments for full-time training equal to the number of months you made contributions. However, the number of monthly benefit payments cannot exceed 36 even though you may have contributed for more than 36 months. Your monthly benefit payment for full-time school attendance is calculated as follows:

THE SUM OF:

1. Your contribution
2. Matching funds by the DoD equal to double your contribution
3. Additional contributions ("kickers") by the Department of Defense.

DIVIDED BY:

1. The maximum number of monthly benefit payments as described above. The amount is proportionately reduced for less than full-time training.

If you converted your VEAP to Chapter 30 or have concluded your training program, you should apply to the VA for a refund of the unused portion of your VEAP contribution.

CHAPTER 30 - MONTGOMERY GI BILL

The Montgomery GI Bill has essentially 4 different groups or categories of eligibility requirements based on your active duty service. The benefits available under each category may vary depending on your particular situation and length of active duty. You need meet only one set of eligibility requirements to obtain Chapter 30 benefits.

Generally, to be eligible under **Chapter 30 (Category 1)**, you must have:

- become a member of the armed forces after June 30, 1985,
- contributed the full required amount of \$100 per month for the first 12 months of active duty service,
- served a minimum of 2 years continuous active duty,
- received an Honorable discharge,
- received a high school diploma, GED certificate, or completed 12 semester hours leading to a college degree prior to completing the initial obligated period of active duty, AND
- completed your initial obligated period of active duty.

If you were separated from active duty due to either a service-related disability or hardship, you may be eligible for Chapter 30 benefits without meeting the length of service requirement. In these cases, you would be entitled to one month of education benefits for each month of military service.

To be eligible under **Chapter 30 (Category 2)** you must have

- basic Chapter 34 eligibility and served on active duty after July 1, 1985,
 - been eligible for Chapter 34 benefits on December 31, 1989 and have remaining Chapter 34 entitlement,
 - had active duty service sometime during the period beginning on October 19, 1984 and ending on July 1, 1985 and continued on active duty without a break,
 - have served continuously on active duty from July 1, 1985 for 3 years or served 2 years of continuous active duty followed by 4 years in the Selected Reserve,
 - been discharged with an Honorable discharge.
 - AND received a high school diploma or GED certificate prior to December 31, 1989.
-

To be eligible under **Chapter 30 (Category 3A)** you must have

- been on active duty on September 30, 1990,
 - received an honorable discharge due to involuntary separation,
 - have completed the requirements for a secondary school diploma, GED, or 12 credit hours leading to a standard college degree,
 - if eligible under Chapter 32, elected to receive benefits under Chapter 30 (you may receive a refund of your Chapter 32 contributions), AND
 - had your pay reduced by \$1,200 while on active duty.
-

To be eligible under **Chapter 30 (Category 3B)** you must have

- been voluntarily separated under SSB (Special Separation Benefit) or VSI (Voluntary Separation Incentive) between December 5, 1991 and October 22, 1992,
 - received an Honorable discharge,
 - paid \$1,200 to the VA, AND
 - meet the same education requirements as Category 3A.
-

To be eligible under **Chapter 30 (Category 3C)** you must have

- been voluntarily separated under SSB or VSI after October 22, 1992,
 - received an Honorable discharge,
 - elected Chapter 30 prior to separation,
 - paid \$1,200 to the Department of Defense, AND
 - meet the education requirement of Category 3A
-

To be eligible under **Chapter 30 (Category 4)** you must have been a VEAP participant or one of a small group of National Guard members on full-time active duty who were given a brief opportunity to enroll in MGIB.

As a VEAP participant, you may be eligible under one of the following conditions:

- You may be eligible for MGIB if you
 - were on active duty on October 9, 1996,
 - were a VEAP participant with money in your VEAP account, and
 - elected chapter 30 by October 9, 1997 and paid \$1,200. (If the full \$1,200 wasn't collected in service, VA can collect the remainder.)
 - You may also be eligible for MGIB if you
 - were a VEAP participant on or before October 9, 1996, even if you have no money in your VEAP account,
 - served on active duty from October 9, 1996 through April 1, 2000,
 - **elect MGIB by October 31, 2001**, and
 - contributed \$2,700 to MGIB. If the full \$2,700 wasn't collected in service, VA can collect the remainder. You have 18 months from the date you elect MGIB to make the \$2,700 contribution.
-

In most cases, eligibility under Chapter 30 expires 10 years after your last discharge date or release from active duty. If you are eligible to receive benefits under Chapter 30 from Chapter 34 service and were discharged prior to December 31, 1989, you had until January 1, 2000 to use your benefits.

Monthly payments under Chapter 30 depend on the length of active duty service (See Appendix A). There is also a targeted, discretionary "kicker" of up to \$700 per month

if you enlisted under either the Army College Fund or Navy Sea College Fund. You also could be eligible for a supplemental benefit of up to \$600 per month if you completed additional period(s) of active duty and/or had a special occupation or skill. Monthly amounts are decreased proportionately for training that is less than full-time.

Veterans eligible under Chapter 30 from Chapter 34 service (Category 2) receive an additional amount over the basic rate of 1/2 the Chapter 34 monthly rate (see Appendix A) until the Chapter 34 entitlement is used up. After which, the regular Chapter 30 rate is received.

Money you contributed under Chapter 30 is NOT refundable.

CHAPTER 1606 - MONTGOMERY GI BILL (SELECTED RESERVES)

To be eligible under Chapter 1606 you must have enlisted, reenlisted, or extended an enlistment in the Selected Reserve or National Guard after July 1, 1985 so that you had an obligation to serve for a period of not less than 6 years following your enlistment. In addition, you must have completed the requirements for a high school diploma or GED certificate prior to the enlistment establishing Chapter 1606 benefits. You must also complete your Initial Active Duty Training (IADT) and be satisfactorily participating in required training in your Reserve/Guard unit. If you already have a bachelor's degree, you may become eligible by signing a 6-year contract after October 1, 1990.

Beginning in 1999, the National Guard and Reserves instituted a "Kicker" program. The amounts paid under the Kicker program are in addition to your normal monthly benefits and will be included with your monthly benefit check. If you have prior service, it is possible to receive Chapter 30 benefits and also receive a National Guard/Reserve kicker.

The last day of your entitlement period under Chapter 1606 is 10 years from your date of eligibility began or your date of separation from the Selected Reserve/Guard, whichever is earlier.

If you were separated as a result of a disability, you remain eligible for a period of 10 years from the date entitlement was established.

Under Chapter 1606, you are entitled to a maximum of 36 months of educational assistance based on full-time training. The monthly payment amounts are listed in Appendix A.

CHAPTER 35 SURVIVOR'S AND DEPENDENT'S EDUCATIONAL ASSISTANCE PROGRAM

Spouses and dependent children (age 18 to 26 years) of deceased veterans or 100% disabled veterans may be eligible for VA educational assistance provided the veteran's death or disability was service connected.

Also, spouses and children of service persons who have been listed for more than 90 days and who remain in one of the following three categories are eligible for educational benefits: 1) missing in action, 2) captured in the line of duty; or 3) forcibly detained or interned in the line of duty by a foreign power.

If you are an eligible child under the age of 18 and have either graduated from high school or are above the age of compulsory school attendance, the VA may begin your educational benefits. In some cases, you may begin to receive benefits for special vocational or restorative courses as early as age 14 if you are physically disadvantaged.

In addition, you may use Chapter 35 benefits for courses leading to a high school diploma or GED certificate; for deficiency or remedial training; or for refresher training. You may receive up to 5 months of such full-time training without any entitlement charge if you meet eligibility requirements.

If you are the child of a veteran, your period of eligibility for educational assistance or special restorative training ends on your 26th birthday. The VA may extend your eligibility under certain conditions. If you are the spouse of a veteran, the period of eligibility is 10 years from the date the veteran was first found to have a service-connected total and permanent disability or from the date of death, whichever is later.

If you are the spouse of a person who is missing in action, captured, or forcibly detained, the date of eligibility extends 10 years from the date the person was listed.

As the dependent child of a veteran, your marriage is not a barrier to the receipt of VA educational assistance. As a surviving spouse, your remarriage will terminate your entitlement unless the remarriage is later terminated by death or divorce, at which time you can apply for reinstatement of VA benefits.

If you qualify under Chapter 35, you are entitled to 45 months of training provided that the education is completed by the delimiting date. The amount of the benefit payment is \$804 per month based on full-time training. The amount is reduced proportionately for less than full-time attendance.

NOTE: If you are a dependent child eligible for pension, compensation, or DIC based on school attendance, you must elect which benefit to receive (Chapter 35 or your current benefit). An election to receive educational assistance under Chapter 35 will stop any further payments of pension, compensation or DIC after your 18th birthday. It is recommended that, if you are in this category, you discuss the various options available to you with a VA counselor. A counselor can help to maximize your benefits through the proper selection of programs.

OTHER VA PROGRAMS

Listed below are brief descriptions of other VA programs for which you may be eligible. Generally, the programs are very strict in their eligibility requirements and/or participation by veterans was limited. If you feel that you may be eligible for one or more of these programs, contact Veterans Affairs for complete details and application procedures.

Programs for Veterans

Section 901 - Educational Assistance Test Program

A noncontributory program in which an eligible veteran, or in some cases, his/her spouse may receive an educational assistance and subsistence allowance while training at an accredited institution. This program is limited to persons who enlisted or reenlisted in the Army, Navy, Air Force, or Marines after September 30, 1980 and before October 1, 1981. These persons must have been high school graduates.

Section 903 - Educational Assistance Pilot Program

A noncontributory VEAP program, which is a modification of the Chapter 32 program. This program differs from basic VEAP in that the Department of Defense paid the participant's monthly contributions to the Chapter 32 program and certain participants are permitted to transfer their entitlement to a spouse or dependent child.

Programs for Dependents and Surviving Spouses

Restored Entitlement Program for Survivors (REPS)

This program restores certain Social Security benefits that were reduced or terminated in 1981. The REPS benefit is payable to certain surviving spouses and school children who are survivors of members or former members of the Armed forces who died while on active duty before August 12, 1981.

CHAMPVA

CHAMPVA is a medical insurance program for dependents and/or spouses of deceased or disabled veterans. Generally, if you are eligible for Chapter 35 benefits and are not eligible for Medicaid (Part A), then you are likely eligible for CHAMPVA benefits. To apply for CHAMPVA or to learn more about it, contact the nearest VA hospital.

Programs For Reservists/National Guard

New GI Bill 2 BY 4 Program

A component of the GI Bill that encourages membership in the Selected Reserve by offering an increased educational allowance to qualifying soldiers. A soldier who is enrolled in the New GI Bill (Chapter 30) and who completes 2 years of honorable active duty service may earn an additional entitlement by enlisting for 4 years in the Selected Reserve.

Student Loan Repayment Program

Members of the Selected Reserve to repay loans borrowed under the Ford Student Loan Program may use this program. Repayments may not be made on loans currently in default. The money is paid directly to the lending institution. Application forms are obtainable through the Selected Reserve unit.

National Guard Tuition Assistance Program

This program will pay tuition and fees for National Guard members. Guard members may receive tuition assistance AND Chapter 1606 benefits at the same time.

Miscellaneous Benefits

Tutorial Assistance

Tutorial assistance may be paid to eligible persons training under Chapters 30, 32, 35 and 1606 to aid in defraying the expenses incurred by the need for tutoring. This allowance is a supplement to the claimant's monthly educational assistance and is paid without entitlement charges to those under Chapter 35. However, for those persons under Chapter 30, 32, and 1606 an individual's period of entitlement will be charged if the amount paid for tutorial assistance exceeds \$600.

Work-Study Benefits

The VA work-study program permits eligible veterans to perform services for the benefit of veterans in return for a monetary allowance equal to the prevailing Federal minimum wage or the prevailing New York minimum wage whichever is more. VA work-study benefits are not taxable. Eligible veterans may contract for a maximum

Handbook for Students Receiving VA Benefits

number of hours equal to 25 times the number of weeks in the current enrollment period. Veterans under Chapters 30, 31, 32 35, 1606 and 903 are eligible to receive work-study allowances.

III

APPLICATION FOR EDUCATION BENEFITS

APPLICATION UNDER CHAPTERS 32, 30, 1606, 901, and 903

You must apply to be eligible for VA education benefits even if you received benefits while on active duty. Application under Chapters 32, 30, 1606, 901 and 903 are made using VA Form 22-1990, *Application for Education Benefits*. VA Form 22-1990 may be obtained from Veterans Affairs, from any VA office or from most Base Education Offices.

A Veterans Affairs staff member will assist you in filling out all necessary parts of the form, ensure that all supporting documentation is assembled, and forward the application packet to the appropriate VA Regional Office (VARO) for processing. Once the VARO processes an application, it becomes a permanent part of your VA file and the application form will not have to be re-filed even if you change colleges outside of our VARO region. Upon receipt of the application, the VARO will assign a VA file or claim number. Generally, the file or claim number is your social security number. It is suggested that the application form be completed and submitted to the VARO no later than 60 days prior to the start of school, otherwise you may experience a delay in payments.

If you are making application for benefits under Chapters 30, 32, 901 and 903, you may be required to submit a copy of your *Separation from Active Duty*, DD-214. In addition, if you are making application under Chapter 30 (Category 2) and you have dependents, you are required to submit a signed statement to the VA indicating each dependent, their relationship to you, and their social security number.

If you are making application under Chapter 1606, you will be required to submit a copy of DD Form 2384, *Notice of Basic Eligibility*, which should be included with your application. You can get a copy of DD Form 2384 from your Guard/Reserve unit clerk.

If you are transferring to Brockport and have previously received education benefits from the VA (unless you received benefits while on active duty), you should file a VA

form 28-1995 to change your place of training, which is available from Veterans Affairs.

Completed applications and VA forms should be mailed or brought to Veterans Affairs for review.

APPLICATION UNDER CHAPTER 31

To apply for education benefits under Chapter 31, complete VA Form 28-1900, Disabled Veterans Application for Vocational Rehabilitation, which is available from Veterans Affairs or from any VA Office. If you are hospitalized or awaiting disability discharge, send an application and copies of all of your available medical records to the VA Regional Office in Buffalo, New York (see the address section).

APPLICATION UNDER CHAPTER 35

To apply for benefits under Chapter 35, complete VA Form 22-5490, Application for Survivor's and Dependents' Educational Assistance, The completed application should be sent to the Veterans Affairs Office for review.

APPLICATION FOR CHANGE OF PROGRAM OR PLACE OF TRAINING

You are allowed an unlimited number of changes of program and in your place of training. Application for a change of program or place of training is made using the 22-1995, which is available from Veterans Affairs. Changes in your program of education or training **MUST** be done with our office.

APPLICATION FOR CHANGE OF ADDRESS

You are required to notify the VA, the college, and the U.S. Post Office of any changes in your address. Federal law prohibits the forwarding of VA benefit checks. If you are receiving benefits for any chapter other than Chapter 31, you may notify the VA of your change of address by calling the VA Regional Office in Buffalo at 1-888-442-4551 and talking to a VA counselor. If you are receiving benefits under Chapter 31, notify the VA by contacting your VA vocational rehabilitation counselor.

APPLICATION FOR CHANGE OF MARITAL OR DEPENDENCY STATUS

Veterans under Chapter 30 (Category 2) are required to notify the VA of any change in the number or status of their dependents by completing a signed statement indicating the change. Reportable changes are listed under the reporting requirements section. Failure to properly notify the VA may result in an improper payment amount.

You must re-establish the number of your dependents if you do not attend school for a period of 6 months or more. You will be required to sign a statement indicating the dependents for which you seek compensation.

APPLICATION FOR VA WORK-STUDY AND TUTORIAL ASSISTANCE

Application by eligible veterans for the VA work-study program and the tutorial assistance program may be made by contacting the Veterans Affairs Office.

**Appendix A - Payment Amounts by Chapter
Effective October 1, 2004**

Chapter 30 (initial obligated period of service of 3 or more years)

TRAINING TIME	MONTHLY RATE
Full Time (More than 8 semester hours)	\$1004.00*
3/4 Time (6 or 7 semester hours)	753.00*
1/2 Time (4 or 5 semester hours)	502.00*
3 semester hours	Tuition and fees not to exceed \$502
1 or 2 semester hours	Tuition and fees not to exceed \$251

* Army College Fund may increase rates or Navy College Fund provided by DoD

Chapter 30 (initial obligated period of service of less than 3 years)

TRAINING TIME	MONTHLY RATE
Full Time (More than 8 semester hours)	\$816.00*
3/4 Time (6 or 7 semester hours)	612.00*
1/2 Time (4 or 5 semester hours)	408.00*
3 semester hours	Tuition and fees not to exceed \$408.00
1 or 2 semester hours	Tuition and fees not to exceed \$204.00

* Army College Fund may increase rates or Navy College Fund provided by DoD

Chapter 30 (category 2)

TRAINING TIME	MONTHLY RATE			
	No Dependents	One Dependent	Two Dependents	Each added Dependent
Full Time	\$1,192.00	\$1,228.00	\$1,259.00	\$16.00
3/4 Time	894.50	921.00	944.50	12.00
1/2 Time	596.00	614.00	629.50	8.50
3 semester hrs	596.00*			
1 or 2 sem hrs	298.00*			

*Payment of tuition and fees not to exceed amount shown

Chapter 1606 (Selected Reserves and National Guard)

TRAINING TIME	MONTHLY RATE
Full Time (8 or more semester hours)	\$288.00
3/4 Time (6 or 7 semester hours)	216.00
1/2 Time (4 or 5 semester hours)	143.00
Less than 4 semester hours	71.00*

*Payment of tuition and fees not to exceed amount shown

Chapter 31 (VA Vocational Rehabilitation)

TRAINING TIME	MONTHLY RATE			
	No Dependents	One Dependent	Two Dependents	Each added Dependent
Full Time	\$474.27	\$588.30	\$693.25	\$50.54
3/4 Time	356.36	441.86	518.31	38.86
1/2 Time	238.45	295.44	347.27	24.87

Chapter 35 (Dependents Educational Assistance)

TRAINING TIME	MONTHLY RATE
Full Time (8 or more semester hours)	\$803.00
3/4 Time (6 or 7 semester hours)	603.00
1/2 Time (4 or 5 semester hours)	401.00

Chapter 32 (Veterans Educational Assistance Program)

Monthly payments to VEAP members are variable depending on the amount in the veteran's VEAP account.

APPENDIX B

Table of Forms

<u>Form Number</u>	<u>Title</u>
DD Form 214	Separation from the Armed Forces
DD Form 214-4c	Condition of Separation
DD Form 2366	Election to Receive Chapter 30 Benefits
DD Form 2384	Notice of Basic Eligibility
VA Form 20-8691	Veterans Application for Work-Study Allowance
VA Form 21-572	Request for Change of Address
VA Form 21-674	Request for Approval of School Attendance
VA Form 21-674b	School Attendance Report
VA Form 21-4138	Statement in Support of Claim
VA Form 22-1990	Application for Education Benefits
VA Form 22-1990t	Application and Enrollment Certification for Individualized Tutorial Assistance
VA Form 22-1995	Request for Change of Program or Place of Training
VA Form 22-1999	Enrollment Certification
VA Form 22-1999b	Notice of Change in Student Status
VA Form 22-5490	Application for Educational Assistance (Chapter 35, Dependent Son or Daughter)
VA Form 22-5490W	Application for Educational Assistance (Chapter 35, Dependent Spouse,
Widow(er))	
VA Form 22-5495	Request for Change of Program or Place of Training (Chapter 35)

VETERAN'S ADMISSIONS CHECK LIST

Forms

The items checked (✓) below are forms and other documents that you will need to obtain and/or complete prior to admission to Brockport. Listed after many forms is the place where the forms may be obtained. The address where you may write to obtain the required forms is listed at the end of this handbook.

- () SUNY Application for Admission [Brockport Admissions Office]
- () High School and/or College Transcripts
- () VA Application for Education Benefits [VA Web site or Veterans Affairs]
- () Free Application for Federal Student Financial Aid [FAFSA Web site or FAO]
- () DD Form 214 (certified copy)
- () DD Form 2366
- () VA Form 22-1995 [VARO or Veterans Affairs]
- () VA Form 21-686c [VARO or Veterans Affairs]
- () Certified copy of Marriage Certificate
- () Certified copy of Birth Certificate for each dependent child
- () Divorce decree (certified copy)
- () VA Form 21-572 [VARO or Veterans Affairs]
- () DD Form 2384 [Guard or Reserve unit clerk]
- () Other_____

TELEPHONE DIRECTORY

Academic Advisement	(585) 395-2711
Admissions	(585) 395-2751
Bursar (Student Accounts)	(585) 395-2473
Career Services	(585) 395-2159
Financial Aid Office	(585) 395-2501
Scholarship Office	(585) 395-5414
Separations Office	(585) 395-2159
Student Records (Transcripts)	(585) 395-2531
Student Support Services	(585) 395-5891
Veterans Affairs Office	(585) 395-2315
Monroe County Veterans Service Agency	(585) 274-6040
Veterans Outreach Center	(585) 546-1081
NYS Job Service Division	(585) 258-8800
NYS Vocational & Ed. Services	(585) 238-2900
ACES	(518) 786-6039
DANTES	1-800 845-3362
VA Regional Office (Buffalo)	1-888 442-4551
VA Life Insurance Information	1-800 669-8477
VA Debt Management Center	1-800 827-0648
CHAMPVA Center	1-800 733-8378

ADDRESSES

Financial Aid Office
SUNY College @ Brockport
350 New Campus Drive
Brockport, New York 14420-2937

Admissions Office
SUNY College @ Brockport
350 New Campus Drive
Brockport, New York 14420-2937

Veterans Affairs Office
SUNY College @ Brockport
350 New Campus Drive
Brockport, New York 14420-2937

VA Regional Office
P.O. Box 4616
Buffalo, New York 14240-4616

IMPORTANT WEB SITES

Military Documents	http://www.archives.gov/research_room/vetrecs/index.html
Air Force	http://www.maxwell.af.mil/au/ccaf/activetransc.htm
Army	http://www.aarts.army.mil
Navy & Marines	https://www.mcu.usmc.mil/
Navy College Program	https://www.navycollege.navy.mil/
Coast Guard	http://www.uscg.mil/hq/cgi/forms.html
Dept of Veterans Affairs	http://www.gibil.va.gov
NYS Division of Veterans Affairs	http://www.veterans.state.ny.us

National Association of
 Veteran Program Administrators <http://www.navpa.org>
 American Council On Education <http://www.acenet.edu>
 AACRAO <http://www.qibill.va.gov/education/aacrao/contents.htm>

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