



VA EDUCATIONAL BENEFITS RULES AND REGULATIONS

The following rules and regulations are important to your certification and receipt of pay under your VA Educational Benefits. **PLEASE READ CAREFULLY** and place your initials next to each paragraph.

1. ____ The Program Academic Evaluation Plan for your major is the official list of courses covered by your VA benefits. Any courses taken outside of the stated curriculum are **your** financial responsibility. VA **will not** pay for “no credit” courses, courses previously passed with a “D” or better (unless a better grade is required by your major for graduation), courses for which transfer credit has been granted, courses passed by proficiency exam, or any Adult Education Courses. Students will be tracked by this for graduation purposes unless it is changed through Admissions Counseling. The only way to deviate from this course work is through a Letter of Substitution. Any deviations or course substitutions must be approved by the Vice President of Student Services and the Dean of your program. A copy of this signed Letter of Substitution must be provided to the VA Representative in the Financial Aid Office. Remedial or deficiency courses must be passed with a “C” or better. If the course is failed, the course can be repeated **only once** per pay.
2. ____ You must notify the VA Representative of any changes to your class schedule, or a change in your program of study. Failure to do so will affect your benefits.
3. ____ You must notify the VA Representative of any address changes.
4. ____ All students (with the exception of Vocational Rehabilitation/Chapter 31 and Post 9/11 GI Bill/Chapter 33) are responsible for tuition, fees, and books. Vocational Rehabilitation/Chapter 31 students must “charge” all required books, supplies, tools, and equipment through the Follett Campus Store, unless directed to do otherwise by the VA Representative. Post 9/11 GI Bill/Chapter 33 must “charge” tuition through the Business Office with Kimberly Workman. Post 9/11 students are responsible for all books and supplies.
5. ____ Student’s whose GPA falls below 2.0 will be placed on “probation”. Failure to achieve a GPA of 2.0 while on probation will result in termination of VA Educational Benefits for unsatisfactory progress.
6. ____ VA students are subject to all rules and regulations stated in the CCC Catalog.

I have read and understand the regulations stated above. I accept responsibility for following the regulations, and I realize I am liable for failure to follow procedures and any false information. Please complete and return to Brinson Blanton in Financial Aid/Veteran Affairs.

Signature _____

Date _____

VA File Number _____