Student Financial Services
VA Educational Benefits Information Packet

South Texas College and the Office of Student Financial Services offer several programs and services that have been developed to help you meet your educational goals. Our offices are staffed in each campus to assist you in career guidance, financial aid, and tutoring. We encourage you to use the services offered. In addition, we encourage you read and understand this packet which contains important information about your VA benefits. We hope you understand both your opportunities and responsibilities as a VA student. If further information is needed please contact Student Financial Services and/or login to www.gibill.va.gov. We also recommend for you to apply for financial aid at www.fafsa.ed.gov and hope that your educational experience is rewarding and positive in achieving your goals.

STUDENT RESPONSIBILITIES

SUBMIT ALL VA EDUCATIONAL BENEFITS DOCUMENTS TO STUDENT FINANCIAL SERVICES & CHECK YOUR STATUS VIA JAGNET

Logon to www.southtexascollege.edu

1. Click on JAGNET and input your JAGNET username & password
2. Click on Student Tab
3. Click on Student Services
4. Click on Student & Financial Aid
5. Click on Financial Aid
6. Click on Financial Aid Status and select and select Aid Year:
   - Status
     - You have active messages
   - Eligibility
     - To view holds, and documents that are requested by Financial Aid
   - Award
     - To view account summary, and print out an award letter
   - General Financial Aid
     - To view informational links about Financial Aid

ADDRESS AND/OR DIRECT DEPOSIT

Address and direct deposit information must be kept current. You are required to contact VA to update your direct deposit or if your address changes please contact your VA Certifying Official.

For chapters 30,1606, & 1607 students you can use the WAVE system (www.gibill.va.gov). If you want to start (Chapter 30, 33, 35,1606, and 1607) or change a direct deposit please call 1-877-838-2778 and provide the following information:

- Account number
- 9 digit bank routing number
- Type of account (checking or savings)

Effective February 3, 2012, DEA (Ch35) is now eligible to use Direct Deposit as a means of payment (with the exception of Work Study programs or Tutorial Assistance).

eBenefits

You are encouraged to register and utilize eBenefits www.ebenefits.va.gov to assist you in the following:

- Obtain up to date information on your educational entitlement
- Update your Direct Deposit and personal contact information
- Download VA letters and personal documents
- View the current status of your payments (both education and disability)

VERIFYING YOUR ENROLLMENT

If you receive Chapter 30, 1606, or 1607 you must verify your enrollment monthly by Web Automated Verification of Enrollment (WAVE) or by Interactive Voice Response (IVR). The monthly verification of enrollment has not been added for Chapter 33 and Chapter 35, with one exception. Chapter 35 NCD students are mailed a monthly verification form (VA Form 22- 8979).

IMPORTANT INFORMATION

ADD, DROPS, WITHDRAWS

Whenever you add, drop or withdraw VA will be notified and changes in your credit hours will affect your VA benefits. If you create a debt with VA you will receive a letter from VA indicating how much money you will have to repay.

ADVANCE PAYMENT

Chapters 30, 35, and 1606. Advance payment is not available under Chapters 33, 1607. Advance payment will not be available for VRAP until August 2012 (you will be notified when advance payment is available). Advance payment requests should be submitted 30 to 120 days before the first class day. The check will be sent to the STC Business Office, payable to the student and a separate, Certification of Delivery (VA Form 22-1999V) will be sent to the school.

AUDITED COURSES

Audited courses cannot be certified.

CERTIFICATION

Your VA Certifying Official will process certifications at least 30 days prior to the first class day. However, it is recommended to enroll early and have all paperwork completed, any scheduled changes will delay your VA benefits and is some cases Business Office will place a hold on your account. Holds will be release once payment is received by VA.

COURSES & DEGREE PLANS

At the end of two terms of attendance you must contact a Student Success Specialist and request a complete and signed degree plan all developmental and/or transfer hours must be included. If you fail to submit your degree plan your certification will not be process. Only courses that satisfy requirements outlined by your degree plan can be certified for VA purposes. If you take a course(s) that does not fulfill a program requirement, it cannot be certified for VA purposes.

DISTANCE LEARNING (HYBRID COURSES)

Any courses that consist of some interaction using communications technology and some weeks of standard class sessions, but that do not meet the requirements to be classified as traditional courses, are considered distance learning and will be then certified as such.

DUAL MAJOR

Dual majors can be certified if both majors are approved (pgs. 4-5). Only courses required to complete the dual major can be certified.

GRADUATION

You are required to notify your VA Certifying Official if you graduate.

PRIOR CREDIT

You are required to submit official Military and institutional transcripts from all institutions previously attended to Office of the Registrar for a credit evaluation. You must submit copies of <u>all transcripts</u> to Student Financial Services. If you fail to submit transcripts at the end of the term in which you are admitted your certification will be terminated.

- JST System: https//jst.doded.mil/smart/welcome.do
- Air Force: www.au.af.mil/au/ccaf/transcripts.asp

Please send Official Military & Institutional Transcripts to:

South Texas College
Office of the Registrar
PO Box 9701
McAllen, TX 78502

Please send Official <u>or</u> Unofficial Military & Institutional Transcripts to:

South Texas College
Student Financial Services/ VA Educational Benefits
3201 W Pecan Blvd
McAllen, TX 78501

REPEATING COURSES

Courses that are successfully completed may not be certified for VA purposes. If a program requires a higher grade than achieved, that course may be repeated. If you receive an “F” then you may repeat the course(s) for a second time only after the second time that course will not be certified for VA purposes.

REMEDIAL COURSES
Remedial courses can be certified but only if you are required to take courses based on your THEA or Accuplacer scores. However, remedial courses taken online cannot be approved and cannot be certified to VA.

ROUNDING OUT
You may use the "rounding out" method with non-required courses to bring your load up to a full-time schedule in your last graduation term only. This procedure can be done only once per program.

UNSATISFACTORY PROGRESS, CONDUCT AND ATTENDANCE
The law requires that educational assistance benefits to Veterans and other eligible persons be discontinued when the student ceases to make satisfactory progress toward completion of his or her training objective. The VA Certifying Official has the right to terminate your certification if at any time you stop attending classes and/or end up in academic suspension. By terminating your certification you will be responsible to pay any debt accrue with the VA.

EDUCATION RATES

CHAPTER 33
Monthly Housing Allowance payment amounts are based on the Department of Defense's Basic Allowance for Housing (BAH) rates for an "E-5 with dependents" for the zip code of the school. BAH rates can be found at the following website: www.defensetravel.dod.mil/perdiem/bah.html
Monthly Housing Allowance amounts are prorated based on a student's benefit level and may be further reduced based on the rate of pursuit rounded to nearest multiple of 10. Benefits are only payable when the rate of pursuit is more than 50%, and the student is not on active duty.

CHAPTERS 30, 33, 1606, 1607, and 35
The most current education pay rates for each benefit can be found at
http://www.gibill.va.gov/resources/benefits_resources/rate_tables.html

VETERANS RETRAINING ASSISTANCE PROGRAM (VRAP)
VRAP benefits are based on the Montgomery GI Bill Active Duty (Chapter 30) full-time 3-year rate. The most current education pay rate can be found at: http://www.gibill.va.gov/resources/benefits_resources/rate_tables.html

PUBLIC LAWS

PUBLIC LAW 111-377
CH 33 changes the amount of tuition and fee charges that should be reported to VA. Any scholarship, waiver or institutional or employer-based aid that is provided directly to the institution and specifically designed for the sole purpose of defraying tuition and fees will be deducted from your VA tuition & fees and difference will be reported to VA.

PUBLIC LAW 112-56
Veterans Retraining Assistance Program (VRAP) The program is limited to 45,000 participants during fiscal year 2012, and to 54,000 participants from October 1, 2012, through March 31, 2014. Participants may receive up to 12 months of assistance at the full-time payment rate under the Montgomery GI Bill–Active Duty program (currently $1,473 per month). Applications will be submitted through DoL and benefits paid by VA. DoL will provide employment assistance to every Veteran who participates upon completion of their program.

READ MORE @ www.gibill.va.gov

CURRENTLY APPROVED VA PROGRAMS

CERTIFICATE PROGRAMS

Business & Technology Division

Accounting Clerk
Architectural Drafting
Automotive Technology
Banking
Basic Peace Officer
Civil Drafting
Combination Welding
Commercial Cooking
Computer Applications Specialist
Computer and Information Technologies Specialist
Computer and Internet Specialist Certificate
Computer Maintenance Specialist
Computer Support Specialist
Construction Supervision Assistant
Design and Technical Graphics
Diesel Technology
Electrician Assistant
Electronic Technology Specialist (formerly Electronics & Computer Maintenance)
Fire Science
Ford Maintenance and Light Repair
Geographic Information Systems
Heating, Ventilation, Air Conditioning & Refrigeration Technology
Human Resources Assistant
Import / Export
Information Security Specialist
Legal Office Specialist
Logistics
Management
Marketing
Mechatronics Technology Specialist
Multimedia Specialist
Office Specialist
Precision Manufacturing Technology
Plumber Assistant
Structural Welding
Telecommunication Technology

Liberal Arts & Social Sciences Division

American Sign Language
Trilingual Interpreter
Childcare and Development

- Specialization: Infant and Toddler
- Specialization: Pre-School

Nursing and Allied Health Division

Emergency Medical Technology – Basic
Emergency Medical Technology – Intermediate
Emergency Medical Technology – Paramedic*
Electronic Health Record Specialist
Medical Assistant Technology
Medical Coding Specialist
Medical Information/Transcription Specialist
Medical Office Specialist
Patient Care Assistant
Pharmacy Technology
Vocational Nursing

ASSOCIATE DEGREES

ASSOCIATE OF ARTS

Business & Technology Division

Business Administration - Transfer Plan

Liberal Arts & Social Sciences Division

Anthropology
Criminal Justice
Communication
Communication (Advertising/Public Relations)
Drama
English
Fine Arts

- Concentration: Music
- Concentration: Visual Arts

History
Interdisciplinary Studies
Kinesiology
Language and Cultural Studies

- Concentration: American Sign Language
- Concentration: Spanish

Mexican-American Studies
Philosophy
Political Science (Government)
Psychology
Sociology
Social Work

ASSOCIATE OF ARTS IN TEACHER

EC-6 Generalist
Grades 8-12
Middle School 4-8 Generalist

ASSOCIATE OF SCIENCE

Math & Science Division

Biology
Chemistry
Computer Information Systems
Computer Science
Engineering
Mathematics
Physics
Pre-Pharmacy

ASSOCIATE DEGREES

ASSOCIATE OF APPLIED SCIENCE

Business & Technology Division

Automotive Technology
- Specialization: GM-ASEP

Business Administration
- Specialization: Accounting
- Specialization: Banking
- Specialization: Import/Export/Logistics
- Specialization: Management
- Specialization: Marketing
- Specialization: Technology Management

Business Computer Systems
- Specialization: Computer Specialist
- Specialization: Networking Specialist

Computer Aided Drafting and Design Technology
- Specialization: Architectural Drafting
- Specialization: Civil Drafting
- Specialization: Geographic Information Systems
- Specialization: Design and Technical Graphics

Construction Supervision
Culinary Arts
Diesel Technology
Electrician Technology
Electronic and Computer Maintenance Technology
- Specialization: Computer Maintenance Technology
- Specialization: Computer Support Specialist
- Specialization: Telecommunication Technology

Heating, Ventilation, Air Conditioning and Refrigeration Technology
Human Resources Specialist
Law Enforcement
Legal Office Management
Office Management
Paralegal
Precision Manufacturing Technology

Liberal Arts & Social Sciences Division

American Sign Language
Deaf Support Specialist
Sign Language Interpreter
Childcare and Development

Nursing and Allied Health Division

Associate Degree Nursing
ADN-Fall Admission
ADN-Spring Admission
LVN-RN Transition - Summer
LVN-RN Transition - Spring
Paramedic to RN
Health Information Technology
Emergency Medical Technology
Medical Assistant Technology
Occupational Therapy Assistant
Pharmacy Technology
Physical Therapist Assistant
Radiologic Technology
Respiratory Therapy

BACHELOR DEGREES

Bachelor of Applied Technology (BAT)

Computer & Information Technologies
Technology Management
Medical and Health Services Management

CONTINUING EDUCATION

Alternative Teacher Certification

IMPORTANT NUMBERS

VA CONTACT INFORMATION

Muskogee Education Office 7:00 am to 7:00 pm CST,
Monday-Friday for VA Education

- Education Benefits 1-888-442-4551 or 1-888-GIBILL1
- Other VA Benefits (Local Regional Office) 1-800-827-1000
- Monthly Verification of Enrollment & IVR 1-877-823-2378
- Direct Deposit 1-877-838-2778
- Overseas Schools and Students Living Overseas 1-918-781-4379
- Debt Management Center 1-800-827-0648
- Education & Benefits Service http://www.gibill.va.gov
- Muskogee E-Mail Inquiries: muskrpo@vba.va.gov

NOTE: Certifying officials cannot determine basic eligibility. The benefit programs change frequently, so it is best to contact directly the VA if you have questions about eligibility or BAH.

VA CERTIFYING OFFICIALS & STUDENT FINANCIAL SERVICES OFFICE CONTACT INFORMATION

Pecan Campus Student Services /VA Educational Benefits Office, Bldg. K 1.700
Phone: (956) 872-8375 **Fax:** (956) 872-6461
Hours: Monday-Thursday: 8am-8pm & Friday: 8am-5pm

Manoella Leal
Financial Aid Specialist/VA Certifying Official
Ch's 30 & 33
maleal@southtexascollege.edu
956-872-6730

Cristina Flores
Financial Aid Specialist/VA Certifying Official
Ch's 31, 35, 1606, 1607, Hazlewood Act, Tuition Assistance & VRAP
cflores@southtexascollege.edu
956-872-2109

Javier Arredondo
Coordinator of Veteran Affairs
jarredondo@southtexascollege.edu
956-872-6723

Mid Valley Campus Student Services Building F 121
Phone: (956) 447-6672 (956) 447-6603
Hours: Monday-Friday: 8am - 5pm & Wednesday 8am - 7pm
Summer hours: Tuesday-Thursday: 8am - 7pm Monday and Friday: 8am - 5pm

Enrique Ortiz
Financial Aid Specialist/ VA Certifying Official
eortiz@southtexascollege.edu
956-447-1238

Starr County Campus Student Services Bldg. G 1.410
Phone: (956) 488-5803
Hours: Monday-Thursday: 8am-6pm & Wednesday: 8am-7pm & Friday: 8am to 5pm.

Technology Campus West Bldg. Student Services Rm 176
Phone: (956) 872-2728
Hours: Monday-Thursday: 9am-1pm & Friday: 9am-12pm

Dr. Ramiro R. Casso NAH Student Services Rm 1.406
Phone: (956) 872-3019
Hours: Monday-Thursday: 9am-1pm & Friday: 9am-12pm

No person shall be excluded from participation in, denied the benefits of, or be subject to discrimination under any program or activity sponsored or conducted by South Texas College on the basis of race, color, national origin, religion, sex, age, veterans status, or disability. Individuals with disabilities requiring assistance or access to receive these services should contact Disability Support Services at (956) 872-2173.

Student Financial Services
VA Educational Benefits Form

I understand that it is my responsibility to read and understand this information so that I may fully know the implications of my enrollment at South Texas College and my VA Educational Benefits.

Name_____SSN_____ID#_____

Address_____City_____State: _____ Zip_____PH#_____

E-mail_____

I am applying for educational benefits under the following chapter:

_____Chapter 30 _____Chapter 33 _____Chapter 1606 _____Hazlewood
_____Chapter 31 _____Chapter 35 _____Chapter 1607 _____ Chapter 33
_____VRAP (Transfer of Benefits to Dep)

I abide and understand the following:

- It will take approximately 2-4 weeks from the first class day for my VA Educational Benefits to be received.
- I understand that if my application is incomplete and/or missing documents my VA Educational Benefits may be further delayed.
- I understand that I am responsible to check my JAGNET account for any messages related to my VA Educational Benefits.
- I understand that my certification will be processed 30 days prior to the first class day and if my certification is processed I will automatically be placed on a save list and continue attending class (es).
- I understand that any scheduled changes will delay my VA Educational Benefits and if I accrue a balance Business Office will place a hold on my account. Holds will be released once payment is received by VA.
- I understand that at the end of two terms of attendance I must contact a Student Success Specialist and request a complete and signed degree plan including developmental and/or transfer hours.
- I understand that upon graduation from STC I must notify my VA Certifying Official.
- I understand that I must submit official Military and institutional transcripts to STC-Office of the Registrar
- I understand that I must submit official or unofficial Military and institutional transcripts to STC-Student Financial Services
- College(s) previously attended:_____

If at any time I fail to comply, my certification will be terminated and I will not receive my VA Educational Benefits. It is also my responsibility to contact Student Financial Services for any questions regarding my VA Educational Benefits paperwork.

_____ _____
Signature Date

Please complete and return form to Student Financial Services

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