

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 to read and understand the information provided in this packet regarding your VA educational 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 visit the [GI Bill website](#). 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 [South Texas College](#)

1. Click on [JAGNET](#) and input your JAGNET username & password
2. Click on 'Financial Aid Status' under 'Student Apps'
3. Select Aid Year
4. Active Messages

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 and if your address changes please contact your VA Certifying Official.

For chapters 30, 1606, & 1607 students can use [WAVE](#) system. If you want to start using direct deposit (chapters 30, 33, 35, 1606, & 1607) or change your 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)

eBenefits

You are encouraged to register and utilize [eBenefits](#) 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

CHANGES TO SCHEDULE

Whenever you add, drop, or withdraw from a course the VA will be notified and changes in your credit hours may affect your VA benefits. The VA will notify you if the changes in your enrollment resulted in a debt with the VA, you are responsible for paying back any debt to the VA created by your change in enrollment.

AUDITED COURSES

Audited courses cannot be certified to the VA

CERTIFICATION

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

COURSES & DEGREE PLANS

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 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 the Office of the Registrar for a credit evaluation. You must submit copies of all transcripts to Student Financial Services. If you fail to submit copies of transcripts then your certification will not be processed.

- Army, Navy, Marines, & Coast Guard: [JST System](#)
- Air Force: [Community College of the Air Force Transcripts](#)

Please send official Military & Institutions Transcripts to:

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

Please send official or Unofficial Military & Institutions 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, the course can continue to be certified until you successfully complete the course as long as it is still required for your program. However, repeat course fees cannot be certified to the VA.

REMEDIAL COURSES

Remedial courses can be certified but only if you are required to take courses based on your TSI scores. You can submit a copy of your DD-214 to the Testing Center to become TSI Exempt. However, remedial courses taken online cannot be approved and cannot be certified to VA. If you are required to take remedial courses then you will need to provide an Advisement Sheet listing the courses.

ROUNDING OUT

You may use the “rounding out” method with non-required courses to bring your course load up to a full-time schedule in the last semester of your program. 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 on academic suspension. By terminating your certification you will be responsible to pay any debt incurred 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 through the [BAH calculator](#).

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 the 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.

CHAPTER 30, 33, 35, 1606, & 1607

The most current education pay rates for each benefit can be found through the [rate tables](#) on the GI Bill website.

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.

READ MORE @ WWW.GIBILL.VA.GOV

CURRENTLY APPROVED PROGRAMS

CERTIFICATE PROGRAMS

Business & Technology Division

Accounting Clerk
Architectural & Civil Engineering Technology
Architectural & Engineering Design Technology
Architectural & Visual Technology
Automotive Technology
Basic Firefighter
Basic Peace Officer
Cloud Computing & Virtualization Specialist
Combination Welding
Commercial Baking
Commercial Cooking
Computer Applications Specialist
Computer and Information Technologies Specialist
Computer and Internet Specialist
Computer Maintenance Specialist
Computer and Network Specialist
Construction Supervision Assistant
Cybersecurity Specialist
Diesel Technology
Electrician Assistant
Employee and Labor Relations Assistant
Fast Start Precision Manufacturing
Ford Youth & Adult Training Program
Heating, Ventilation, Air Conditioning & Refrigeration
Technology
Human Resources Assistant
Import / Export
Legal Office Specialist
Logistics
Management
Marketing
Mechatronics Technology Specialist
Multimedia Specialist
Office Specialist
Payroll Assistant
Precision Manufacturing Technology
Recruiter Assistant
Structural Welding
Telecommunication Support Specialist
Voice and Data Technician

Liberal Arts & Social Sciences Division

Childcare and Development

- Specialization: Administration of Early Childhood Programs
- Specialization: Infant and Toddler
- Specialization: Pre-School

Deaf Support Specialist
Public Services Assistant
Trilingual Interpreter

Nursing and Allied Health Division

Diagnostic Medical Sonography
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

ASSOCIATES PROGRAMS

ASSOCIATE OF ARTS

Business & Technology Division

Business Administration - Transfer Plan

Liberal Arts & Social Sciences Division

Advertising & Public Relations
Anthropology
Communication Studies
Criminal Justice
Drama
English
Graphic Arts
History
Interdisciplinary Studies
Kinesiology
Language and Cultural Studies

- Concentration: American Sign Language
- Concentration: Spanish

Mexican-American Studies
Music
Philosophy
Political Science
Psychology
Social Work
Sociology
Visual Arts

ASSOCIATE OF ARTS IN TEACHING

Liberal Arts & Social Sciences Division

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

ASSOCIATE OF SCIENCE

Math & Science Division

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

ASSOCIATE OF APPLIED SCIENCE

Business & Technology Division

Administrative Office Assistant
Architectural and Engineering Design Technology

- Specialization: Architectural & Civil Engineering Technology
- Specialization: Architectural & Visual Technology

Automotive Technology
Baking and Pastry Arts
Business Administration

- Specialization: Accounting
- Specialization: Import/Export/Logistics
- Specialization: Management
- Specialization: Marketing

Computer and Advanced Technologies

- Specialization: Computer Maintenance Technology
- Specialization: Computer Support & Telecommunications Specialist

Construction Supervision
Culinary Arts
Diesel Technology
Electrician Technology
Fire Science Technology
GM-Automotive Service Education Program (GM-ASEP)
Heating, Ventilation, Air Conditioning & Refrigeration Technology
Human Resources Specialist
Information Technology

- Specialization: Computer Specialist
- Specialization: Cybersecurity Specialist
- Specialization: Networking Specialist

Law Enforcement
Legal Office Assistant
Paralegal
Precision Manufacturing Technology
Welding

Liberal Arts & Social Sciences Division

Child Development/Early Childhood
Sign Language Interpreter
Public Administration

Nursing and Allied Health Division

Emergency Medical Technology
Health Information Technology
LVN-RN Transition
Medical Assistant Technology
Nursing
Occupational Therapy Assistant
Paramedic to RN Track
Pharmacy Technology
Physical Therapist Assistant
Radiologic Technology
Respiratory Therapy

BACHELOR DEGREES

Bachelor of Applied Science

Organizational Leadership

Bachelor of Applied Technology

Computer & Information Technologies
Technology Management
Medical and Health Services Management

Continuing Education (VA ONLY)

Bus Driving
Real Estate
Truck Driving

Continuing Education (Hazlewood ONLY)

Activity Director
Bus Driving
Emergency Care Attendant
Medication Aide
Pharmacy Technician Trainee
Phlebotomy
Phlebotomy and EKG
Real Estate
Substitute Teacher
Truck Driving
Welding

IMPORTANT NUMBERS

VA CONTACT INFORMATION

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

<u>Department</u>	<u>Contact Info</u>
Education Benefits	1-888-442-4551
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	muskprpo@vba.va.gov

NOTE: Certifying Officials cannot determine basic eligibility. The benefit programs change frequently, so it is best to contact the VA directly 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 2.602

Phone: (956) 872-6722 **Fax:** (956) 872-2616

Hours: Monday-Friday: 8:00am-5:00pm

Manoella Leal

VA Certifying Official

Ch 30, 33, 35, 1606/1607 & Hazlewood Act

maleal@southtexascollege.edu

(956) 872-6730

Melinda Garcia

VA Certifying Official

Ch 30, 33, 35, 1606/1607 & Hazlewood Act

mgarcia_5804@southtexascollege.edu

(956) 872-2109

Claire Forrester

VA Certifying Official

Ch 30, 33, 35, 1606/1607 & Hazlewood Act

cforrest@southtexascollege.edu

(956) 872-3415

Jessie Luna

Coordinator of Veteran Enrollment Services

Ch 31, Tuition Assistance, & MyCAA

jluna77@southtexascollege.edu

(956) 872-2606

Mid Valley Campus Student Services Building F 121

Phone: (956) 447-6672 **Phone:** (956) 447-6603

Fax: (956) 447-6604

Hours: Monday-Wednesday: 8:00am-5:00pm

Lauren Matthews-Mendez

VA Certifying Official

lmattew@southtexascollege.edu

(956) 447-6671

Starr County Campus Student Services Building G 1.410

Phone: (956) 488-5803 **Phone:** (956) 488-5859

Fax: (956) 488-5839

Hours: Monday-Wednesday: 8:00am-6:00pm & Thursday-Friday: 8:00am-5:00pm

Graciela Garcia

Financial Aid Specialist/VA Certifying Official

graciela@southtexascollege.edu

(956) 488-5859

Technology Campus

West Building, Student Services Room 176

Phone: (956) 872-2728

Fax: (956) 872-2747

Hours: Monday & Wednesday: 10:00am-2:00pm

Nursing & Allied Health Campus

Student Services Area Room 1.406

Phone: (956) 872-3019

Fax: (956) 872-3055

Hours: Monday, Tuesday, & Friday: 9:00am-2:00pm

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, veteran status, or disability.

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 Code: _____ 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
(Transfer of Entitlement) |

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 for checking 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
- I understand that it is my responsibility to complete a save list form every semester
- I understand that I am responsible for notifying my VA Certifying Official of any changes to my schedule or major
- I understand that any schedule 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 upon graduation from STC I must notify my VA Certifying Official.
- I understand that I must submit official Military and institutional transcripts to South Texas College Office of Admissions.
- I understand that I must submit official or unofficial Military and institutional transcripts to South Texas College 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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