

Veteran Statement of Understanding and Procedure Form

Printed Name: _____ ID Number: D _____

For those receiving Veterans benefits, the following procedures are required by the VA, State Approving Agency, and/or DSU Veterans Service Office for you to maintain your VA benefits. If you have any questions, please contact our office.

Applications: Apply online to DSU via <http://admissions.dixie.edu/>. Apply to the VA for benefits using the Veterans Online Application, VONAPP <http://vabenefits.vba.va.gov/vonapp/>. It takes 6-8 weeks for the VA to process your application. Please submit a copy of the VONAPP confirmation page to the DSU Veterans Service Office. When you receive your Certificate of Eligibility, bring a copy to the DSU Veterans Service Office. Veterans must also submit a copy of the DD form 214, (Member 4 or service 2 version). You are encouraged to apply for FAFSA benefits as these awards are distributed independently of VA benefits.

Residency: In order to be eligible for in-state tuition rates, you must be a Utah resident. To apply for military or veteran exception for residency, you must visit our DSU Veteran Student Service Office.

Prior Credit Evaluation: Title 38, United States Code, Chapter 36, Section 3676(b) (12) mandates that students receiving VA educational benefits do not have the "option" of having prior credit reviewed. You must submit official transcripts from **all** colleges or vocational schools you have previously attended to the DSU Admissions Office. All veterans must also submit official JST or CCAF military transcripts to DSU. Army, Navy, Marine, and Coast Guard students should visit: <https://jst.doded.mil/smart/signIn.do>, Air Force should visit: <http://www.au.af.mil/au/barnes/ccaf/transcripts.asp>.

Tuition Assistance: The department of Defense (DoD) will not authorize Tuition Assistance for classes for which a student is also receiving benefits under the Montgomery GI Bill®, Selected Reserve program (Chapter 1606) or the REAP program (Chapter 1607). Please provide a copy of your DD form 2384 NOBE and if applicable your Kicker contract (check with your unit for these forms).

Program (Degree-Major) Objective: You will only receive benefits for classes that are required for graduation (as outlined in the DSU catalog). VA will not pay for classes below 1000-level unless you test into them and they cannot be online. VA will not pay for repeat classes where a passing grade has already been earned (see graduation requirements). VA will pay for required prerequisite courses.

DSU Certification Request Form: In order to use your VA benefits, it is your responsibility to submit the Semester Certification online form **each semester** after your class schedule is finalized via <http://veterans.dixie.edu/semester-certification-form/>. For benefits to be received on time, please request certification 30 days prior to school start date.

Verifying Attendance (WAVE): Chapter 30 Montgomery GI Bill® or Chapter 1606 Selected Reserve GI Bill® recipients are required to verify enrollment in order to receive your stipend. The last day of each month is the earliest you can verify your enrollment. You may choose to call or verify online. The phone number is: 1-877-838-2778, to verify online visit: <https://www.gibill.va.gov/wave/index.do>

Credit Hours: The VA will pay you a monthly stipend depending on the credit hours that apply towards your declared program. 12 credits for full time pay; 9-11 for ¾ time; and 6-8 credits for ½ time. Credits 1-5 will be less than ½ time. Post 9/11 BAH will not be paid unless you have 7 credits or more. If you have a Kicker contract, make sure to submit a copy to the VA in order to receive the additional amount with your monthly stipend.

GPA – Grades: You must maintain a 2.0 or greater GPA. Probation will occur if your cumulative GPA falls below 2.0 for more than one term. In order to continue with courses while on probation, you will need to establish an Academic Improvement Plan (AIP) with DSU's VA Advisor. Students with a term GPA below 2.0 will be placed on Academic Warning. If you are placed on Academic Suspension, you will be denied registration for one semester and in order to return, an AIP with DSU's VA Advisor must be initiated. If you receive a W, or withdraw after the drop period, the last day of attendance will be reported to VA and benefits may be subject for repayment. **See our office for Tutorial Services if there is ANY need.** (Note: Failing one assignment is defined as "need").

Report Changes: The following changes must be reported to DSU Veterans Services Office immediately: Credit hours (Add/Drop/Audit), Degree/Major changes, addresses, or phone number. Failure to inform DSU Veterans Office may result in overpayment from the VA, which may create a debt based on your last day of attendance.

By signing this I am stating that I agree to comply with my responsibilities as stated above. I also understand that failure to comply may cause a delay or termination of benefits and in some cases may result in a debt to the VA. I understand that all correspondence from the DSU Veterans office will be sent to my Dmail (Dixie student email account).

Student Signature _____

_____ Date

Student Received Copy _____ (Initials)