

GUIDELINES FOR CHAPTER 33, 33 TOE AND FRY SCHOLARSHIP

Welcome to Central Piedmont Community College. We recognize and appreciate your military service and/or your family's military service.

If you are undecided on which GI Bill Educational Benefit to use, it is important to access the VA website www.vets.gov or call the Department of Veterans' Affairs 1.888.442.4551 (toll-free) to discuss your options and determine which benefit would meet your needs while attending Central Piedmont. Before selecting a benefit, the monetary issue is an important factor a student considers. While students may consider they will receive more money under Chapter 33, 33 Transfer of Entitlement (TOE) or Fry Scholarship, that may not always be the case.

All VA students seeking to use educational benefits are in the unique position of having to meet requirements as specified by both the Department of Veterans' Affairs (DVA) and the NC State Approving Agency (NCSAA). Although Central Piedmont's VA Education Benefits Office does not work for the Department of Veteran Affairs, it is our job to work closely with them to ensure that your needs as a student are met. Our office strives to meet the DVA goals of "Putting Veterans First."

Under the Post 9/11 benefit, students may receive (amounts based on the percentage of eligibility for each student):

- a tuition & fees payment for in-state cost only at public colleges and universities
- a monthly housing allowance based on the Basic Allowance for Housing (BAH) for an E-5 with dependents. This amount is based on the zip code of the location of the school (Central Piedmont – 28204)
- an annual book/supply stipend of \$1,000 paid proportionately based on enrollment and percentage of eligibility

IMPORTANT FACTORS FOR VETERANS

In most cases, applying for Chapter 33 will be an **irrevocable election**. Students should calculate the benefits before making this choice to determine if Chapter 33 suits their financial needs. If you are not sure which benefit you should use or are eligible to receive (Chapter 30, 1606, 1607, or 33), contact the DVA at 1.888.442.4551 or visit the website for guidance. Once you have elected to receive Chapter 33 benefits, you may no longer access benefits under the Chapter you have relinquished. If you have time remaining under Chapter 30 and elect to receive Chapter 33 benefits, your time/months remaining will be transferred to Chapter 33. If you have exhausted your Chapter 30 benefits, you may be eligible to receive up to 12 additional months of benefits under Chapter 33 (for a total of 48 months using both benefits); contact the DVA at 1.888.442.4551 for guidance and eligibility requirements.

CHAPTER 33 TRANSFER OF ENTITLEMENT

The Department of Defense may allow an individual to elect to transfer entitlement to one or more dependents if they meet certain criteria. Spouse or dependent's percentage of eligibility is based on the Post 9/11 service of the transferor. The student using the benefit will be eligible for the same benefits as the Post 9/11 veteran. The transferred benefit can be revoked or modified at any time. Detailed information can be found at www.vets.gov.

FRY SCHOLARSHIP

The Marine Gunnery Sergeant John David Fry Scholarship (Fry Scholarship) pays eligible spouses and dependents up to 36 months of the full, 100% level, of the Post-9/11 GI Bill. This includes the tuition and fee payment, a monthly housing allowance, and a books and supplies stipend. The Fry Scholarship is available for the spouse or children of Servicemembers who died in the line of duty after September 10, 2001. This benefit became available to eligible spouses beginning January 2015.

TUITION AND FEE PAYMENTS

Statutory requirements governing the Post-9/11 GI Bill require the DVA to pay in-state tuition and fee payments for the claimants enrolled at Central Piedmont and receiving benefits to be paid **directly to the training institution**. Payments are made after the DVA receives and processes the student's enrollment certification submitted by Central Piedmont's VA Certifying Official. Payments are based on the student's percentage of eligibility.

The Post 9/11 GI Bill pays only in-state tuition and fees (see 702 Choice Act Information). A student may have tuition and fees that exceed that amount if they are attending in an out-of-state status. Students need to be prepared to pay the difference in costs if not at the 100% benefit rate or if being charged out-of-state rates. **If tuition and fees are due before the student's VA file is complete, the student is responsible for paying and the student will receive a refund from the college (if eligible) once funds are received from the Department of Veterans' Affairs. Failure to pay or have tuition secured when the bill is due will result in classes dropping for non-payment.**

Note: All changes in hours/costs for students under this benefit are required to be reported to the DVA immediately. Because the benefits are paid based on cost per credit hour and BAH is paid based on "Rate of Pursuit", even small changes can create overpayments. Students are responsible for notifying Central Piedmont's VA Certifying Official of all changes as soon as they occur. Overpayments of tuition and fees will be the responsibility of the student.

BAH (BASIC ALLOWANCE FOR HOUSING)

Students who qualify for the Basic Allowance for Housing under this benefit will receive the amount based on Central Piedmont's zip code for the main campus which is 28204 and equivalent to the military pay grade of E5 with dependents. Students qualify for a percentage of the BAH based on aggregate days served after 9/10/01 and determined by the DVA and DOD. Percentage of eligibility ranges from 40% to 100% and is listed on the Certificate of Eligibility.

BAH is paid to students based on "Rate of Pursuit." To receive the Housing Allowance, the student must have enough hours to be considered more than 50% of the full-time rate at Central Piedmont. To meet the "more than 50% requirement" at Central Piedmont, students must take at least 7 hours during the 16-week term or 4 hours during an 8-week short session. Students must be enrolled in 12 credit hours for the full 16-week term to receive their full percentage of their BAH allowance. Students enrolled in 7-11 credit hours receive a prorated allowance.

Note: Individuals on Active Duty will not receive the BAH. Individuals enrolled in exclusively virtual courses will receive a reduced amount.

BOOK/SUPPLY STIPEND

An annual books & supply stipend is paid directly to the student, paid proportionately based on enrollment and percentage level up to \$1,000 per year. For students eligible for 100% of the maximum benefits payable, the book/supply stipend pays at a rate calculated at \$41.67 per credit hour for up to 24 hours. This stipend pays in a lump sum once the DVA processes the enrollment certification each semester that is transmitted by Central Piedmont's VA Certifying Official.

Note: Students need to be prepared to pay for books at the bookstore at the time of purchase and expect the book allowance as repayment from the DVA.

PAYMENTS

Tuition and fees are paid directly to the college that certifies the student under this program. BAH payments will be paid directly to eligible students at the end of each month during the semester once the VA processes the Enrollment Certifications transmitted by Central Piedmont's VA Certifying Official.

Book/supply stipends are paid directly to the student based on a percentage of eligibility (up to \$1,000 per year) and once the VA has processed the Enrollment Certification transmitted by CPCC's VA Certifying Official. Example: students eligible for 100% of the benefits payable will receive \$41.67 per credit hour each semester up to \$1,000 per year. Students need to be prepared to pay for books at the bookstore at the time of purchase and expect the book allowance as repayment from the Department of VA.

Note: Post 9/11 students do not verify their monthly enrollment on WAVE as other benefit recipients are required to do to receive a payment each month. They are automatically paid at the end of each month if eligible to receive BAH.

Important Notice for Post 9/11 students: Per VA Federal regulations, individuals who are enrolled exclusively in virtual courses will receive a reduced amount of BAH (Basic Housing Allowance). Virtual courses include online, telecourses and hybrid courses taught at Central Piedmont (hybrid courses blend instruction both in class and online). Courses with online labs are reported as virtual courses.

COURSE CERTIFICATION ELIGIBILITY

It is extremely important that students follow the college catalog under which he/she is admitted to his/her program. Failure to do so may result in courses not being applicable for benefits. To ensure courses are in the student's program, he/she should run their "Progress" through the "MyCollege" online service for students, check with their program advisor, or request a graduation check to be completed by the Graduation Office. If a course will not count toward graduation credits at Central Piedmont, it cannot be certified. If the student is enrolled in their last semester and will be graduating, they may be over-certified by taking an extra class(es) to bring their hours up to full-time. Check with the VA Education Benefits Office for more information if you are enrolling in your last confirmed semester to graduate.

Note: Courses needed by other colleges or universities and are not applicable to a program at Central Piedmont are not allowable for benefits.

DEVELOPMENTAL COURSES

Developmental/remedial courses (examples: DMA 020, DRE 096) are those that are not credited toward the student's program but are needed for the student to reach college level in certain areas. Developmental/remedial courses can be certified for payment with the following documentation:

Placement test scores or documentation of rationale for the course is to be provided by the student's program counselor or academic advisor. Developmental courses can only be certified if taken in the classroom and do not include an online lab component. If the developmental course is hybrid (includes both classroom and online) per federal law, the course cannot be certified.

ACADEMIC STANDARDS OF PROGRESS

At the end of each semester, the VA Education Benefits Office will check grades for each student. If the student does not complete the semester with passing grades, the student's academic status has to be evaluated. Any failing (F), incomplete (I) and non-punitive grades (W) will be reported to the VA Regional Processing Office within a strict timeframe. For any F, I or W grades, last date of attendance will be confirmed by the instructor. The first semester the student falls below a 2.0 GPA, the student is on VA Probation and is not eligible for online courses. If the student falls below a 2.0 GPA for the following semester, the student is on VA Suspension. Once on Suspension, the student is not eligible to receive VA Benefits until they meet the minimum standards of progress.

VA PROBATION ON TRACK MEETING

Before requesting certification, students on VA Probation will need to schedule an On Track meeting with a VA Counselor/Advisor in the Center for Military Families and Veterans. This meeting is to establish a support system and build a strong connection to ensure academic success for each student whose education benefits are in jeopardy.

DROPS, WITHDRAWALS, OR NOT ATTENDING

It is the responsibility of the student who is receiving VA education benefits to immediately notify the Veterans Affairs Office of any adjustments to his/her schedule (withdrawals, credits by examination, audits, not attending, etc.). Failure to do so will result in overpayment of VA education benefits to the student. A student should complete the VA Education Benefits Office Schedule Adjustment Form as soon as enrollment changes. If there are mitigating circumstances that the student would like to submit, the student will need to provide a signed letter with documentation along with the VA Education Benefits Office Schedule Adjustment Form within five (5) business days of withdrawing.

The **last date of attendance** (LDA) has to be verified for all withdrawals or if the student has stopped attending. If the student has attended classes throughout the semester and receives a "W" as a grade, the "W" will be reported to the Department of Veterans Affairs. The Department of VA does not pay for courses where students receive a non-punitive grade (W). Grades of "W" usually result in an overpayment of VA benefits.

Until the LDA can be conclusively determined, a file cannot be processed for further benefits. If attendance cannot be conclusively determined, then the LDA will be the first day of the semester of the class in question. Determination of attendance via this manner may result in an overpayment and will impede the process of payment of benefits for the following semester.

PROGRAM CHANGES

Any and all program changes need to be initiated through the VA Education Benefits Office. After the student notifies the Veterans Affairs Certifying Official, the student should contact Counseling/Advising to update their program. The student needs to complete a "Request for Change of Program or Place of Training," VA Form 22-1995 at www.vets.gov by logging in and then selecting that form. After transmitting the information, print, sign, and date the form to submit to the VA Education Benefits Office. The form is accepted only after your program code has been officially updated by your academic counselor.

REPEATING COURSES

Only courses in which students received a grade of “F” may be repeated and certified. Courses completed with a grade of “D” cannot be re-certified unless the Graduation Office confirms that the student must pass the course with a “C” for graduation purposes at Central Piedmont. Written documentation is required before another certification can be transmitted for the repeated course.

COURSE SUBSTITUTIONS

Students can substitute a course outside of their approved program for one within their approved program if approved by the curriculum administrator. The administrator for the course in question must enter an official course substitution in the "Graduation Substitution Waiver Display" screen. **The course for which substitution is sought cannot be certified until the student’s “Progress” in their MyCollege account has been updated with the new course that is being substituted.**

CHANGING PROGRAMS OF STUDY

To ensure that a program change does not impact a current enrollment certification, it is important to discuss program changes with the VA Certifying Official before making any changes. Any and all program changes must be initiated through your Certifying Official and then Counseling/Advising. The student has to complete a "Request for Change of Program/Place of Training," VA Form 22-1995 and evaluation of credits must be completed and reported to the DVA. This form is accepted only after your program code has been officially updated by your Counselor.

SHORT SESSIONS (3 to 8 WEEK TERMS WITHIN THE 16 WEEK TERM)

Central Piedmont’s VA Education Benefits Office must report the dates of enrollment for short sessions separately. **Students are paid for those hours of enrollment during the dates that the class runs and not for the entire term.** Due to the courses being accelerated, the rate of pay is higher during those dates of enrollment. The accelerated pay is determined by the Regional Processing Office and not by the college.

KICKERS

Individuals eligible for a kicker under other benefits may receive the Kicker under Chapter 33. The monthly Kicker amount will be prorated based on the individual’s rate of pursuit. Payments of Kickers will be issued by the VA directly to the student.

Note: \$600.00 Buy-Up Kicker is not payable under Chapter 33.

FEDERAL TUITION ASSISTANCE (TA)

A student cannot receive Tuition Assistance and Chapter 33 benefits at the same time for the same courses per VA Regulations. All eligible credit hours can be certified; however, but must the amount of TA received from the amount of tuition/fees reported must be deducted. For questions regarding TA, contact the DVA at 1.888.442.4551 or your Tuition Assistance Officer at your Unit.

YELLOW RIBBON PROGRAM

Central Piedmont does not participate in the Yellow Ribbon Program. Students are encouraged to apply for scholarships if their charges exceed their eligibility or they do not qualify for in-state tuition.

FINANCIAL AID

We encourage all students to apply for financial aid to assist with education expenses. Individuals can apply for federal aid by completing the Free Application for Federal Student Aid (FAFSA) online at www.fafsa.gov. Aid such as a Federal Pell grant, student loans, NC Community College grant, and Education Lottery Scholarship do not have an effect on Post 9/11 benefits. **Any other type of aid that is designated to go strictly toward tuition and fees must be deducted from the tuition and fees that are reported to the VA.**

VISITING STUDENTS

Students attending two schools during the same semester cannot be certified at both unless they are a "Visiting Student or Guest Student." The home school's VA Certifying Official needs to send an email to Central Piedmont's VA Education Benefits Office to give our college permission to certify that student listing the specific courses that he/she is registered for at Central Piedmont. The student cannot be certified for benefits until the VA Education Benefits Office receives the documentation.

REINSTATING BENEFITS

If you have not been certified at Central Piedmont for more than two semesters, you will need to update the documents in your VA file and with Student Records. Your program of study needs to be updated to a current catalog year and you will need to complete a VA Education Benefits Office Change of Program/Change of Schools Form 22-1995. If a student attends other schools since leaving Central Piedmont, the student will need to get the college transcripts sent to Student Records for evaluation. Students will also need to be in good academic standing.

ACTIVATE YOUR CENTRAL PIEDMONT STUDENT EMAIL ACCOUNT

The College's official means of communication is via Central Piedmont email. All communication from the VA Education Benefits Office will be emailed to the student email.

CHANGE IN ADDRESS

Call the toll free VA Telephone number **(888) 442-4551** and have your address changed over the telephone. Please notify Central Piedmont's Student Records Office and the VA Education Benefits Office of any address, phone or email changes.

STUDENT CODE OF CONDUCT

Students are expected to conduct themselves in accordance with generally accepted standards of scholarship and morality. The purpose of the Student Code of Conduct (policies and procedures are located at www.cpcc.edu) is not to restrict student rights but to protect the rights of individuals in their academic pursuit. Central Piedmont's Counseling Department offers free personal counseling through their PCAP Program. Call 704.330.6433 for more detailed information.

SERVICEMEMBERS OPPORTUNITY COLLEGES (SOC)

Central Piedmont Community College has been designated as an institutional member of Servicemembers Opportunity Colleges (SOC). As a SOC member, Central Piedmont is committed to easing the transfer of relevant course credits and crediting education from appropriate military training. SOC developed jointly by education representatives of each of the armed services, the Office of the Secretary of Defense, and a consortium of leading national higher education associations is sponsored by the American Association of State Colleges and Universities and the American Association of Community Colleges.

VETERANS ACCESS, CHOICE, AND ACCOUNTABILITY ACT OF 2014 ("CHOICE ACT") - SECTION 702

To remain approved for VA's GI Bill programs, **NC school must charge in-state tuition and fee amounts to "covered individuals,"** as described, to include same-sex spouses and children (biological, adopted, pre-adoptive and stepchildren of same-sex spouses) for terms that start after 7/1/15.

As of July 1, 2017, a covered *individual* is defined in the Choice Act as:

- A veteran using Montgomery GI Bill-AD (CH30) or Post-9/11 GI Bill (CH33) who lives in NC (regardless of his/her legal state of residence) and enrolls in the school within three years of discharge from a qualifying period of active duty service of 90 days or more.
- Anyone using transferred CH33 Post-9/11 GI Bill benefits (TOE) who lives in NC (regardless of his/her legal state of residence) and enrolls in the school within three years of the transferor's discharge from a qualifying period of active duty service of 90 days or more.
- A spouse or the child of an active duty member using transferred benefits who lives in the state in which the college is located (regardless of the legal state of residence).
- A spouse or the child using benefits under the CH33 Marine Gunnery Sergeant John David Fry Scholarship (FRY) who lives in NC (regardless of his/her legal state of residence).

Note: Individuals who initially meet the requirements above will maintain "covered status" as long as they are using Post-9/11 GI Bill (CH33) or Montgomery GI Bill - Active Duty (MGIB-AD CH30) benefits and remain *continuously* enrolled at the SAME institution or higher learning, even if they are outside the three-year window or change programs. NOTE: Once a student changes schools they are no longer "covered" under Section 702.

Continuity of enrollment is not broken by regularly scheduled breaks between courses, semesters, or terms. Individuals do not have to enroll in a summer session or terms to maintain continuous enrollment. If a student feels that they meet the criteria please contact the VA Education Benefits Office at 704.330.6552 or veteransaffairs@cpcc.edu.