

VETERANS AFFAIRS MEMORANDUM OF UNDERSTANDING FOR CHAPTER 33, 33 TOE AND FRY SCHOLARSHIP

- My admission file needs to be complete to include an official high school transcript or valid GED scores, or an official college transcript indicating that I received an associate degree or higher, official transcripts from all colleges I have attended, member 4 DD 214, military transcript, and any service schools or test scores which can be evaluated for credit.
- My Central Piedmont VA file needs to be complete which includes all forms listed on the VA Student Packet Check List and may also include a VA Form 22-1995 Request for Change of Program or School, and any other supporting documentation as requested by the VA Certifying Official before an enrollment certification can be sent to the Department of Veteran Affairs.
- I will attend the VA Annual Certification Workshop each academic year and will follow the steps to request certification.
- I understand that if my VA file is not complete at the time my tuition/fees are due, I will be responsible for paying charges to prevent my classes from being dropped. I will receive reimbursement for tuition/fees from the college once my enrollment certification is transmitted if my student account is paid in full. Reimbursement will be based on my percentage of eligibility and hours/classes certified.
- I understand that if I am not eligible to receive 100% of the Post-9/11 education benefits that I am responsible for paying the remaining balance to the Cashier's Office each semester. Example: if I am 50% eligible, I am responsible for 50% of my tuition/fee charges unless I have financial aid, a scholarship or other sponsor.
- I can only request certification for courses that are required for graduation in my program of study. I am responsible for reviewing my "Progress" in MyCollege before submitting my request for certification form each semester.
- I understand that if I enroll exclusively in virtual courses (online, telecourses, hybrid) that I will receive a reduced amount of BAH. All hybrid courses are considered as virtual courses including those with an online lab.
- To be certified for developmental courses (examples: DMA 010, DRE 096), my placement test results need to confirm that I am required to take the courses. According to federal regulations, developmental courses cannot be certified if taken virtually or with an online lab.
- I need to regularly attend classes to receive veterans' education benefits. It is my responsibility to notify the Veterans Affairs Education Benefits Office if I drop a class, withdraw from school, or stop attending class for any reason. I will be responsible for any overpayment.
- I understand that I am responsible for any tuition/fee overpayments that may occur if I make changes to my class schedule after I am certified. If I do not complete the courses, I am responsible for any BAH overpayments.

- I understand that I will be responsible for purchases at the Central Piedmont Bookstore at the time of purchase. My book/supply stipend will be deposited directly to my bank account from the VA, after I am certified each semester, if I have remaining funds.
- I need to meet the standards of progress as stated in the Central Piedmont catalog to continue receiving veterans' education benefits. If I am on VA Probation, I understand that I cannot be certified until I attend a VA On Track Meeting with a VA Counselor/Advisor in the Center for Military Families and Veterans.
- If I go on VA Suspension, I understand that I cannot be certified for that semester or any future semesters until I meet the required standards of academic progress.
- I cannot be certified for repeated courses with a passing grade of "D" or above, audited courses, independent study courses, credit by exam, courses transfer credit has been awarded, or any other courses not counting toward graduation.
- If substituting a class, the course substitution process needs to be completed before I can be certified.
- These requirements and procedures involve only certification and continuation in a VA approved program at Central Piedmont and does not relieve me of my responsibility of complying with other VA rules and procedures covered in applicable laws, regulations, and VA pamphlets. I have reviewed the Veterans Affairs Education Benefits Office Guidelines and understand my responsibilities.

Printed Name

Central Piedmont Student ID #

Signature

Date