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Helpful Hints

- The VA will only pay for classes listed in your degree plan.
- The VA does not pay for developmental classes (under 100 level) in either online or hybrid format.
- VA considers hybrid classes as resident/traditional (100% completely inside the classroom) learning.
- VA considers self-paced classes as online learning.
- For full MAH, you must be full time from the beginning to the end of each semester. (At least 12 credit hours for spring and fall; 7 credit hours for summer).
- If you choose exclusively online/self-paced classes, you will receive only half of the national MAH based on VA enrollment status.
- Military & Veterans Program's academic advisors are available to help you maximize your benefits.
- Check your student email account regularly. This is our primary method of communication with students.

Pay Rates Effective August 1, 2019:

All payments and maximum amounts listed are applicable to individuals eligible for the full benefit (100% eligibility tier). If you are not eligible for the full benefit, the payment and maximum amounts listed will be prorated based on your eligibility percentage.

Book Stipend:

- A books and supplies stipend of \$41.67 per credit hour, up to \$1,000 per fiscal year, is paid proportionately based on enrollment ($\$41.67 \times 12 \text{ credit hours} = \500.04).
- Purchase your books and accept your book stipend as your reimbursement.
- Paid directly to the student.

Monthly Housing Allowance (MHA):

- Equivalent to E-5 with dependents.
- Based on the zip code for the institution.

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- Those on active duty or spouses of those on active duty do not qualify for MHA.
- Those who choose exclusively online training will receive half of the national average MHA (\$894.50).
- Paid directly to the student.

Tuition and Fees:

- **Based on in-state rates with College Opportunity Fund (COF). VA will not pay for out-of-state tuition rates.**
- Waivers, scholarships, aid, or assistance (other than financial aid) provided directly to the institution will be reported to the Department of Veterans Affairs (DVA) by the degree granting institution.
- Paid directly to the institution.

You are responsible for **ALL** debts resulting from reductions or terminations of your enrollment even if the payment was submitted directly to the school on your behalf.

Commonly used Phone Numbers and Websites:

Pikes Peak Community College (mvp@ppcc.edu) 1-719-502-4100

St. Louis VA Regional Office General Education 1-888-442-4551

Monthly Verification of Enrollment 1-877-823-2378

W.A.V.E www.gibill.va.gov/wave

The first time you log onto W.A.V.E. (Web Automated Verification of Enrollment) your password will be the last 6 digits of your social security number.

Direct Deposit - Sign up or change 1-877-838-2778

VA Debt Management Center 1-800-827-0648

National Personnel Records Center 1-314-801-0800

Denver/VOC Rehab 1-303-914-5550

GI Bill® www.gibill.va.gov

eBenefits www.ebenefits.va.gov

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Definitions:

Academic Probation: Schools that have an academic progress policy allowing for a period of academic probation prior to termination for Unsatisfactory Progress (Academic Suspension) are required to notify VA promptly. PPCC requires the student to maintain a GPA of 2.0 or higher. If the student fails to maintain a GPA of 2.0, the student will first be placed on Academic Probation. If the student fails to maintain a GPA of 2.0 during their probation period, the student will then be placed on Academic Suspension.

Advanced Payment: Provides a student with benefit payments at the beginning of a school term to help the student meet expenses concentrated at the beginning of the term. Advanced payment pays the student's monthly benefit for the first and second month of the quarter or semester in advance. Student must submit request for advanced payment 30 days prior to the start of the term. Student must be enrolled at least half-time. Advanced payment applies only to Chapter 30, 35 and 1606.

Change of Address and Direct Deposit: Information must be kept current. Chapter 30 and 1606 can use the WAVE system to update information. All other students can call 877-838-2778 or go to <http://www.ebenefits.va.gov/>.

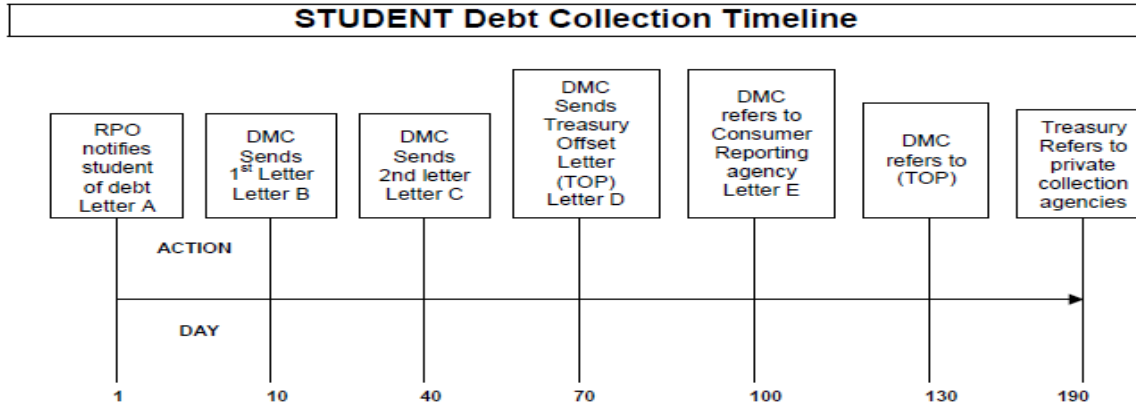
Course Applicability: Only courses that satisfy requirements outlined by the PPCC catalog or graduation evaluation form can be certified for VA purposes. If the student takes a course that does not fulfill a program requirement, it cannot be certified for VA purposes.

Course Substitutions: If the college allows substitutions for program requirements, VA will allow course substitutions if the school approves them and they are documented in the students' file (Degree Modification).

Debts and Over-Payments: A debt is established on the student when:

- Withdrew on or after the first day of term.
- Reduced hours whether the reduction occurred before or during the term.
- Attended at least one day of any of the classes certified and a payment has been issued.
- The school reported a change in enrollment and reported a reduction in tuition and fees due to student action reducing or terminating courses.
- Drops a course or adds a course.

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Hybrid Classes: Hybrid, or blended, courses combine on-campus class sessions with Internet-based coursework. In most cases students will meet once a week for lecture, hands-on learning, and face-to-face group activities. Remaining assignments will be completed online.

Last Date of Attendance (LDA): VA requires the school to report the LDA if the student:

- Officially withdraws.
- Is administratively withdrawn or stops attending without officially withdrawing.

Non-Punitive Grade: A grade that does not count as earned credit and is not considered in progress standards for graduation. A withdrawal after the drop period is a non-punitive grade. They do not apply to the degree and they do not affect academic progress (GPA).

Prior Credit: VA **requires** the school to review prior credit from previous institutions as well as any military training and grants credit as appropriate to the student's current program.

Punitive Grade: A grade assigned for pursuit of a course which is used in determining the student's overall progress toward completion of this school's requirements for graduation (e.g. a failing grade). A punitive grade does affect the criteria (GPA) to be met by the student for graduation.

Remedial and Developmental Courses: Any course below the 100 course level (e.g. MAT050). VA prohibits the school from certifying remedial and developmental courses that are taken online or hybrid format. Student must take this class in a traditional setting.

Repeating Courses: VA allows the school to certify repeated courses if the student fails a course that is required to complete minimum requirements for graduation. VA prohibits the school from certifying a repeat course if the course was completed successfully, unless the degree program requires a higher grade than achieved. For example, if Nursing requires a "B" or better in Biology and the student received a C, the school can certify this class as a repeat.

Rounding Out: A student can round out a schedule with non-required courses to bring his/her course load up to a full-time schedule in his/her **last** term only. This allows the student to

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continue to receive benefits at a full-time rate in their last term of enrollment, even though fewer credits are required to complete the program. This can be done only once per program.

Student Verification of Enrollment: Students receiving Chapter 30 and 1606 must verify their attendance monthly by Web Automated Verification of Enrollment (WAVE) or by Interactive Voice Response (IVR) on the **last calendar day of each month**. Failing to do so will cause a delay in payments.

Supplemental and Concurrent Enrollment (GUEST Students): A student may take courses at more than one school that apply to his/her degree program. The school that will grant the degree is the student's "primary" school. All other schools are "secondary" schools. VA can pay benefits for courses taken at secondary schools. VA will pay for the credits taken at the secondary school even if the student is only enrolled at the secondary school (supplemental enrollment). If the student is enrolled at the primary school and the secondary school at the same time (concurrent enrollment), VA will pay for the combined credit, taking overlapping enrollment dates into account. Students are required to submit a Primary School Letter (Parent Letter) to the secondary school in order to receive benefits for the specified course(s).