

NEW VA STUDENT CHECKLIST

Documents you need to submit to the Office of Veterans Services:

Chapter 33 (Post 9/11):

- Certificate of Eligibility
 - Or VA Form 22-1990 (VONAPP) Application W/ Confirmation Number
- DD-214 Member 4 (Unless Active Duty)
 - If Degree Completion: Copy of orders
- Degree plan
- VA Form 22-1995 (If you've used your GI Bill before)
- WTAMU Veterans Education Assistance Information packet

Chapter 33 (Post 9/11 Transfer of Entitlement or Fry Scholarship):

- Certificate of Eligibility
 - Or VA Form 22-1990E (VONAPP) Application w/ Confirmation Number
- Degree Plan
- VA Form 22-1995 (If you've used your GI Bill before)
- WTAMU Veterans Education Assistance Information packet

Chapter 30 (MGIB):

- Letter of Eligibility (We can certify enrollment without this)
- DD-214 Member 4 (Unless Active Duty)
 - If Degree Completion: Copy of orders assigning you to WTAMU
- Degree Plan
- VA Form 22-1995 (If you've used your GI Bill before)
- WTAMU Veterans Education Assistance Information packet

Chapter 35 (DEA):

- Letter of Eligibility
- Degree Plan
- VA Form 22-5495 (If you've used your DEA benefits before)
- WTAMU Veterans Education Assistance Information packet

Chapter 31 (VR&E):

- VA Form 28-1905 (Sent to WTAMU From VR&E Case Manager)
- Degree Plan
- WTAMU Veterans Education Assistance Information packet

Chapters 1606/1607 (REAP):

- For 1606: Notice of Basic Eligibility (NOBE)
- For 1607: DD-214 Member 4
- Letter of Eligibility
- Degree Plan
- VA Form 22-1995 (If you've used your GI Bill before)
- WTAMU Veterans Education Assistance Information packet

Office of Veterans Services

West Texas A&M University
Office of Veterans Services
WTAMU Box 60964
Canyon, TX 79016

Phone: (806) 651-4936/4939
Email: veteranbenefits@wtamu.edu
Fax: (806) 651-4931

RESPONSIBILITY FORM

This form is required when completing as a WTAMU student receiving VA educational benefits, you are responsible for the following:

PLEASE INITIAL AFTER READING EACH ITEM

- Eligible veterans, reservists, active duty, and dependents are responsible for requesting VA Education benefits through the office of Veterans Services. _____
- Eligible veterans, reservist, active duty, and dependents are responsible for requesting Hazelwood exemptions as necessary. _____
- You must report any classes **added, dropped, or withdrawn** from **immediately** to the Office of Veterans Services. _____
- All changes of your major must be reported to the Office of Veterans Services with a completed form 22-1995. _____
- I understand that it is my responsibility to have my military transcripts evaluated by WTAMU as soon as possible in the first semester in order to receive future educational benefits. _____
- Students that withdraw or drop will be responsible for repaying tuition and fees either to the VA or the university. Ultimately, responsibility for the payment of tuition and fees is **YOURS**. You will not be allowed to register for any future courses until all of your financial obligations to the college for the current term are met. (Have paid at least ¼ of bill) _____
- You are responsible for checking your bill with the institution as well as monitoring communication through university email. _____

Chapter 33 Post-9/11 GI Bill ONLY

If you are classified as an out of state student, you understand the VA pays **ONLY** the in-state tuition rates and you are responsible for the additional charges. _____

I understand I am responsible for the above actions. Failure to report any changes may result in an overpayment and discontinuance of my VA benefits. I allow WTAMU to discuss my VA paperwork with other schools and/or the Department of Veteran Affairs when necessary. _____

WT ID# _____ Name: _____ Signature: _____ Date _____

VS employee initials _____

Office of Veterans Services

Name _____ Date of Birth _____

VA File # _____ Social Security # _____

Address _____ City _____ State _____ ZIP _____

Primary Phone Contact _____ Secondary Phone Contact _____

GI Bill Chapter _____

Degree(i.e. BS,BA,MBA...) _____ Major _____ Minor _____

Office use only:

Semester	Ant. Hrs.	Actual	Semester	Ant. Hrs.	Actual
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Comments _____

I authorize my transcript to be sent to the Veterans Administration if requested.

Signature _____ Date _____

Office of Veterans Services

TO: All Students Receiving Veteran's educational benefits
FROM: Office of Veterans Services
SUBJECT: Veterans Affairs educational benefits-**regulations**

A recent compliance check by the Dept. of Veterans Affairs and by the Texas Educational Agency has mandated that all veterans' records be in agreement with VA regulations. Please be aware of the following VA regulations concerning certification for benefits. Certification may be delayed or refused if discrepancies are noted.

NOTE: All students must confirm with the Office of Veterans Services their current semester status by the 12th class day (4th class day in summer). Certifications will not be processed until the confirmation is received.

1. Students must have a stated program of training (degree and major). This information is reported to the VA on form 22-1990, application for Benefits or form 22-1995, Change of Program.
2. A degree plan must be on file to support the stated program of training.
3. Only courses that apply to the program of training will be certified. Additional courses may be taken, but be aware that only courses allowed for the specific degree will be counted.
4. All transfer credit must be evaluated toward the stated program objective before certification will be completed for a second enrollment term.
5. Any change of major must be reported immediately to your Certifying Official in the Office of Veterans Services and you must complete VA form 22-1995(Change of Program). A new degree plan and evaluation for loss of credits must be filed. By VA regulations, a student may only be approved for on "Change of Program". However, if there is an official determination that the loss of credit is less than 12 semester hours, the VA may not record the change.
6. The student should be aware of regulations governing independent study, refresher and remedial courses.

If you have questions about any of the aforementioned regulations please contact the Office of Veterans Services at (806) 651-4936 or via veteranbenefits@wtamu.edu

Thank you for your cooperation.

Office of Veterans Services

TO: WEST TEXAS A & M UNIVERSITY—OFFICE OF VETERANS SERVICES
FROM: The undersigned Veterans Administration Student
RE: Standards for Progress Beginning May 1998

I have received a copy of the Standards For Progress For Students Receiving Veterans Administration Benefits.

I have read this and understand that the new standards be has been effective since May 1998.

Signature of Veterans Administration Student

Social Security Number

Office of Veterans Services

SUBJECT: STANDARDS FOR PROGRESS

Effective May 1998

For all students receiving Veteran Administration benefits, Federal Law (sections 1674, 1724, 1775, & 1776: Title 38 United States Code) requires that the University enforce Standards for Progress and Conduct.

Eligible students receive monthly payments or other benefits for their entitlement based on the courses for which they are enroll. The following are requirements for eligibility:

1. Each of the courses must be a requirement for graduation in a degree or for completion of a certificate program.
2. Each course must be full credit (no audits)
3. No course may be repeated for which credit (D or above) has already been received.
4. Each course attempted will be assigned a grade that will be used to compute the grade point average GPA and progress toward a degree or certificate/.
5. Dropped courses which results in either no credit or no punitive grade will be adversely affect VA benefits from the beginning of the semester and can create an over award/repayment situation for the student.
6. Satisfactory academic status must be maintained in accordance with the probation/suspension policy as stated on page 30 of the current university catalog.

To assure progress, the record of each VA student is subject to review. All VA students must have a degree plan or a deficiency plan on file.

If you have further questions, please contact this office (806) 651-4936 or veteranbenefits@wtamu.edu.

Office of Veterans Services



Web Automated Verification of Enrollment

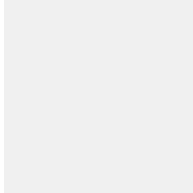


First Name:

Last Name:

File Number:

Password/PIN:



First Time Users - Please review the [WAVE User Guide](#)

NOTE: You MUST have a current or active benefit award for MGIB-Active Duty (Chapter 30), or MGIB Selected Reserve (Chapter 1606), or Reserve Educational Assistance Program (REAP, Chapter 1607), or Veterans Retraining Assistance Program (VRAP) in our system. Active records are those with activity in the last 12 months.

VRAP Notice

VRAP Recipients - The Benefit Status page within WAVE will reflect "Chapter 30" as your benefit type. This is because you are being paid the same monthly rate as a chapter 30 recipient. Please be assured that you are receiving VRAP benefits.

Reminder: If you have switched from chapter 30 or chapter 1606, Montgomery GI Bill; or Chapter 1607, Reservist Educational Assistance Program (REAP), to chapter 33 the Post 9/11 GI Bill, you do not have to verify your attendance each month. WAVE will still reflect your previous benefit, but the only action you can take will be to check pending documents.

You have reached a web server that is the property of the United States Government. Unauthorized use of this system will result in criminal prosecution.

[W.A.V.E. Privacy Information](#)

Visit: <https://www.gibill.va.gov/wave/index.do>

Office of Veterans Services



STUDENT WORK-STUDY ALLOWANCE PROG

Have you heard about the student work-study allowance program offered at the Amarillo VA Health Care System?

If you're a full-time or ¾ time student in a college degree program, or a vocational or professional program, you can "earn while you learn" with a VA work-study allowance.

WHO IS ELIGIBLE?

The VA work-study allowance is available to persons training under the following programs:

- Montgomery GI Bill—Active Duty (38 U.S.C. Chapter 30)
- Vocational Training and Rehabilitation for Veterans With Service Connected Disabilities (38 U.S.C. Chapter 31)
- Post-Vietnam Era Veterans' Educational Assistance Program (38 U.S.C. Chapter 32)
- Dependents' Educational Assistance Program (38 U.S.C. Chapter 35)
- Montgomery GI Bill—Selected Reserve (10 U.S.C. Chapter 1606)
- Eligible dependents under 38 U.S.C. Chapter 35 may use work-study only while training in a State.

HOW MUCH MAY I EARN?

You'll earn an hourly wage equal to the Federal minimum wage and its tax free.

You may elect to be paid in advance for 40 % of the number of hours in you work-study agreement, or for 50 hours, whichever is less. After you've completed the hours covered by your first payment, VA will pay you each time you complete 50 hours of service.

You may work during or between periods of enrollment if enrolled in next semester. You can arrange with VA to work any number of hours you want during enrollment but, the total number of hours you work cannot be more than 25 times the number of weeks in you enrollment period.

HOW DO I APPLY?

Come to the Thomas E. Creek VA Medical Center located at 6010 Amarillo Blvd. West and apply in the Human Resources Department or call the Work-study Coordinator: (806) 355-9703 Ext.7330

CONTACT INFORMATION:

Office of Veterans Services

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