

Statement of Understanding T# \_\_\_\_\_  
Veteran's Educational Benefit Recipient SUU

**ALL SUU STUDENTS WHO WILL BE RECEIVING VA BENEFITS MUST SIGN AND INITIAL EACH LINE ON THIS FORM TO VERIFY UNDERSTANDING OF THEIR RESPONSIBILITIES.**

The following information is published for the guidance of (1) all service members and veterans, (2) veterans' dependents and (3) veterans' educational benefits transferees who attend SUU under one of the GI Bill education programs. These programs are individually called Chapters 30, 31, 33, 33 TOE, 35, 1606, and 1607. To qualify for benefits under these GI Bill programs, all affected SUU students must comply with the following rules established by the Department of Veterans Affairs, SUU Veterans' Resource and Support Center, and State Approving Agency (SAA) of Utah:

1. \_\_\_\_\_ The student understands that they must meet with their Advisor within 30 calendar days of initial opening enrollment, to ensure proper enrollment.
2. \_\_\_\_\_ It is the student's responsibility to communicate with the VA (1-888-442-4551) when they have questions related to their benefits.
3. \_\_\_\_\_ The student must complete all applicable steps listed on the Veterans' Resource and Support Center Website to ensure certification each semester.
4. \_\_\_\_\_ It is the Student's responsibility to maintain education entitlement, the amount used, and amounts remaining via the E-benefits Website.
5. \_\_\_\_\_ The student must be duly admitted and matriculated to SUU to train in an associate, baccalaureate, or master's level in a VA approved degree program.
6. \_\_\_\_\_ A student may not hold an UNDECIDED major for longer than one year. While in an undecided major program, the student will only be permitted to register for general education, and lower division classes as outlined in Degree Works.
7. \_\_\_\_\_ The student must be continually progressing satisfactorily toward their selected and approved degree program, as well as adhering to department and university guidelines. Two consecutive semesters of unsatisfactory completion could result in loss of eligibility for VA Education Benefits.
8. \_\_\_\_\_ The student is responsible for completing Math and English General Education requirements within 60 SUU credits, or future certifications will not be processed to the VA.
9. \_\_\_\_\_ The student will not be approved by the VA to repeat courses already satisfactorily completed, unless course repetition is required to achieve graduation.
10. \_\_\_\_\_ The VA will not approve a student for courses that are not required for graduation or approved for their selected program.
11. \_\_\_\_\_ While a student veteran is eligible for subsidies and payments for tuition, if the VA is late on paying tuition, the student is still held responsible by the institution to ensure tuition is paid for.
12. \_\_\_\_\_ A student must within ten calendar days notify the Veterans' Center, and the SUU Cashier's office in the event of a VA overpayment, or upon receipt of a letter of indebtedness.

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13. \_\_\_\_\_ Once registered for the semester, and the VA is notified of that semester's enrollment, **a student may not add/drop courses without the Veterans' Resource and Support Center's knowledge.** They must also notify the SCO of any changes in their degree plan which include but not limited to changing majors, minors, and/or concentration.
14. \_\_\_\_\_ Once registered for the semester a student may not withdraw from the university without completing the required withdrawal forms from the Registrar's Office. In the event of a total withdrawal, the student must notify the Veterans Center who will alert the VA so that an overpayment of benefits for the semester is prevented. **\*\*Please note that courses paid by the VA that result in a W or UW will lead to a debt balance with SUU and the VA.\*\***
15. \_\_\_\_\_ The student understands and acknowledges that changing schools may affect their monetary entitlement. ~~The VA will make that determination.~~
16. \_\_\_\_\_ ALL VETERANS' DEPENDENTS OR TRANSFEREES WHO RECEIVE OVERPAYMENT ARE PRIMARILY RESPONSIBLE FOR THE REPAYMENT OF SUCH OVERPAYMENT TO THE VA.
17. \_\_\_\_\_ Based on enrollment, a certification is completed and signed by the school certifying official and then transmitted electronically to the VA Regional Processing Office. SUU Has NO CONTROL over when monies are paid out to students or SUU once the certification is transmitted. We are unaware of the individual student benefits, length of entitlement, etc. This type of information is held CONFIDENTIAL between the VA and the student. Periodically the VA may send you information directly in regards to your benefits. Please read this information and keep a file of what you have been mailed. This will help you in the future if there are any discrepancies. The VA Regional Processing Office will not send the Veterans' Center information regarding entitlement of individual contract amounts.
18. \_\_\_\_\_ If you are a transfer or new student utilizing Veterans' Education Benefits, you will have a Transfer Credit Evaluation done by the Registrar's Office your first semester. If you have not submitted official copies of all your college transcripts/and JSTs (Joint Service Transcript) to the SUU Admissions Office, we cannot access and process your Transfer Credit Evaluation. This will cause a delay in receipt of your VA benefits. Veteran Center can order JST's at students request.
19. \_\_\_\_\_ **PL 111-377 Veterans Improvements Act of 2010.** The VA will not pay for more than 100% of tuition. If you are receiving a Tuition Waiver, Tuition specific scholarships, or any other financial aid specifically earmarked for Tuition, you are required to notify the Veterans' Center before requesting certification for the upcoming semester. **"General"** scholarships, grants, and other **"non-specific"** financial aid do not conflict with the simultaneous use of the POST 9/11 GI Bill.
20. \_\_\_\_\_ It is the student's responsibility to inform the SUU Veterans' Center If they are using **FTA/STA (Tuition Assistance)** the same semester as using Veterans' Education Benefits.
21. \_\_\_\_\_ The student understands that should they elect to obtain a dual objective course load, they must satisfactorily complete both programs to avoid any remittance of tuition and fees for the uncompleted portion. i.e. A student is enrolled in the aviation program and the student takes on a dual objective like B.S. in Communication. Should the student leave the institution after only completing one of their objectives, they may be liable for any and all monies paid for the incomplete portion.
22. \_\_\_\_\_ The student understands that accepting a job offer does not constitute a mitigating circumstance as cause for leaving a program in the middle of a semester. Should a student withdrawal after the add/drop date

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without prior approval, the student shall be responsible for any and all monies paid to University as well as the remittance of any book stipends, or housing allowances.

23. \_\_\_\_\_ The student understands that if they are a Purple Heart recipient they must disclose that information as soon as possible to the Veterans' Resource and Support Center.
24. \_\_\_\_\_ The student understands that the Veterans' Center staff and all student workers are here for their benefit and as such will treat them in a professional and respectful manner.
25. \_\_\_\_\_ I understand that I should NOT depend on my VA checks for any essential living expenses (rent, car payment, etc.). While VA checks should come on a regular basis, this is not guaranteed by SUU's Veterans Center or Muskogee's VA Office.

The student acknowledges they have reviewed, understand, and will comply with the expectations and requirements as outlined above. Any violation of this outline can result in the transfer of debt to the student being held liable for any and all monies paid to the school from the VA, in addition to having my housing allowance, and book stipends recouped as well.

Printed Name \_\_\_\_\_ T-Number \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_