

Veteran's Education Benefits Fact Sheet

Central Christian College of Kansas (CCC)

School of Professional & Distance Education (SPE)

Contact Information – School Certifying Official at CCC

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Contact Information – the Veteran's Administration (VA)

PHONE: 1-888-442-4551

WEBSITE: <http://www.benefits.va.gov/gibill/> (Click on the "Submit a Question" button in the right column of the page. You will be asked to create an account in order to submit your question in writing.)

Responsibilities

| Student | CCC | VA |
|---|--|---|
| <ul style="list-style-type: none">Apply for benefitsSubmit all required documents to CCCCommunicate with the VACommunicate with the School Certifying Official at CCC* | <ul style="list-style-type: none">Send enrollment certifications to the VAReport to the VA any change in the student's enrollment | <ul style="list-style-type: none">Inform the student of his/her eligibility and amount of benefitsPay the student's benefits |

**This is exceptionally important.*

Required Documents

(Must be received by School Certifying Official before start of class)

| Type of Benefit | VA Benefits Status | Required Document(s) |
|---|--------------------|---|
| ALL TYPES | NOT approved | <ul style="list-style-type: none">Acknowledgement of Risk form*Screenshot or automatic confirmation email that the application for benefits has been submitted |
| Post 9/11 (33) M. GI Bill (30) REAP (1607) DEA (35) VEAP (32) | Approved | Certificate of Eligibility or screenshot from eBenefits account showing available education benefits* |
| GI Bill: Selected Reserve (1606) | Approved | Notice of Basic Eligibility (NOBE)* |
| Voc Rehab (31) | Approved | "Authorization and Certification of Entrance...into Rehabilitation..." (28-1905) signed by Voc Rehab case manager/counselor |

***NOTE:** If you have used your education benefits before attending CCC, you **MUST** electronically submit to the VA form 22-1995 "Change of Program or Place of Training" to transfer the benefits to CCC.

Average Time to Approval/Finalization of Benefits

If applying for benefits for the first time: **1 – 2 months**

If requesting transfer of benefits to CCC: **1 – 2 weeks**

Shopping Sheet

The “shopping sheet” is a standard document that lists cost information and can make it easier for students to compare schools. Shopping sheets are available upon request from the Financial Aid Office.

Payment of Benefits

The VA sends out payments *no earlier* than 2 weeks before the start of each course.

It is expected that students will have a plan in place to cover **100%** of tuition and fees **before the start of class**. If the type of VA benefits you are using does not send a tuition check directly to the school covering 100% of tuition costs, you will be expected to apply for federal Financial Aid and/or contact the CCC Business Office to create a monthly payment plan.

If you are expecting a credit check due to receiving Federal Financial Aid: Because CCC charges tuition by semester but the VA pays tuition by course, ***you will not receive a credit check until AFTER the 2nd or 3rd course in the semester.*** Please also note that the total amount of your credit may be split among multiple checks sent throughout the semester. The timing and amount of these checks will be determined by when we receive the tuition checks from the VA and the amount of Federal Financial Aid you have accepted. Please understand that the Business Office cannot mail out a credit check until credit actually exists on your account. To view the current status of your account, please log-in to the student portal and choose the current SPE term (“SPE*the-current-school-year*”).

My benefits/housing allowance/book stipend didn't get paid last month. Why?

We will check to make sure your enrollment certifications have been sent. However, schools don't have access to VA records. So, beyond providing you with the certification number, we cannot assist with payment issues. You will need to contact the VA directly.

Tuition and Fees Payable under Post 9/11

Only tuition charges and certain fees are payable under the Post 9/11 (chapter 33) benefit. Per the VA, any scholarships or grants that are specifically designated for tuition must be subtracted off the amount reported. **Unless otherwise noted, all CCC scholarships and grants are specifically designated for tuition.** Payment for tuition and fees is sent directly to the school.

| Charge/Fee | Payable under Post 9/11 benefit? |
|--|---|
| Audit Fee | No (<i>the VA does not pay for audited courses</i>) |
| Credit for prior learning assessment fee | No |
| Course fees | Yes (<i>only if charged to all students enrolled</i>) |
| Directed study/internship/practicum | Yes |
| E-Portfolio fee | Yes (<i>if required by major</i>) |
| Exam credit assessment fee (AP, CLEP, etc.) | No |
| Fit Four Fee (general fee) | Yes |
| Graduation fee | Yes |
| Late changes in registration (after Add/Drop date) | No |
| Retake fee | No |
| Transcript (official) | No |
| Tuition | Yes |
| Withdrawal fee | No |

Student Status

Although CCC considers students to be enrolled full time when registered for at least 12 credits per semester, the VA calculates student status differently (see below).

| Program Name | Length of Courses | VA Student Status |
|---|-------------------|--------------------|
| On-Campus Organizational Leadership (EXCEL night classes) | 5 weeks | Full time |
| All Online programs | 6 weeks | Three-quarter time |

Why does the VA consider my program to be three-quarter time?

The VA calculates a figure known as the “Rate of Pursuit” to determine enrollment status. It involves how long it takes someone to complete a certain number of credits. For our 6-week course programs, it will take longer than a traditional semester to earn the same number of credits. If you were to take your courses during a traditional semester, it would take you 15 weeks to complete 12 credits (a full time load). In our 6-week course programs, it will take you 24 weeks to complete 12 credits. Because it takes so much longer to complete the same number of credits, the VA considers these programs to be $\frac{3}{4}$ time.

Withdrawals

If you are expecting to withdraw, contact your School Certifying Official as soon as possible.

CCC will submit the date you withdrew to the VA. Depending on the timing and nature of your withdrawal, **you may still owe CCC for the course from which you withdrew or for the rest of your semester**, whether or not the VA will pay for it. To find out how much you might owe, please contact the CCC Financial Aid office. You will need to contact the VA to find out how the withdrawal will specifically affect your benefits and how much you might owe the VA.

If you are called up for active duty or extended active duty training and your deployment causes you to withdraw from CCC and charges are incurred as a result of your withdrawal, CCC will forgive those charges to honor your service (charges incurred prior to the withdrawal will still need to be satisfied). This includes the waiver of the Withdraw Fee and the refund of Tuition and Fees for courses not attended. This policy does not apply to students who withdraw for any other reason.

Courses Taken at a Secondary School (Transfer Credits)

If you are planning to take courses at another school, either during or after your program, intending to transfer them back to CCC, please contact your School Certifying Official (SCO) as soon as possible. The courses will need to be pre-approved for transfer and you will receive a letter to give to the SCO at the secondary school, confirming that the courses will transfer to CCC and will count towards your degree. This will authorize the secondary SCO to certify your enrollment.