Veteran Student Contract

The following rules and information are important to your certification and receipt of pay under your VA educational benefits. Please Read Carefully!

1. Veteran Services (V.S.) at The University of North Carolina at Greensboro (UNCG) is not a Department of Veterans Affairs (VA) office. VA is the federal department responsible for handling veteran issues and dispersing educational funds. As such, UNCG V.S. is a liaison between UNCG veteran students and VA. The main responsibilities of UNCG V.S. are to certify to VA that UNCG veteran students are enrolled and to report how many hours they are taking.

2. The UNCG course curriculum for your major is the official list of courses covered under your VA benefits. Any courses taken outside of the stated curriculum are your financial responsibility. VA will not pay for: “no credit courses”; courses for which transfer credit has been granted; courses passed by a proficiency exam; nor any adult education courses (including the UNCG Visions program). Students will be tracked by major for VA verification purposes.

3. UNCG V.S. must be informed of ANY changes to your schedule. This includes dropping a course, withdrawing from a course, or a change of your major. Failure to follow proper procedure could result in an overpayment situation and/or payment problem.

4. All UNCG admission requirements (i.e., application, transcripts, placement tests, etc.) must be completed and you must be registered for classes prior to certification by UNCG V.S.

5. You must notify UNCG V.S. of any address changes. You must also notify VA at 1-888-442-4551.

6. UNCG V.S. certifies students using the first day of classes through the last day of exams.

7. All chapters of VA students must complete the in-house certification form with UNCG V.S. at least once a year.

8. VA students are subject to all rules and regulations stated in the UNCG Undergraduate Bulletin and/or The Graduate School Bulletin.

9. All VA educational program funds are reported as income to the UNCG Financial Aid Office and may affect the amount of financial aid that a student receives.

10. Once UNCG V.S. sends your paperwork to VA and certifies your enrollment electronically, the process is in VA’s hands. The length of time it takes for you to receive funds is totally dependent on VA’s processing time. If you have any questions concerning money issues, you may verify that you have been certified for benefits by contacting the UNCG V.S. and then contacting VA at 1-888-442-4551. In general, any money issues will be between you and VA.

11. All VA students (with the exception of Chapter 31—Voc. Rehab., NCDVA scholarship recipients, and tuition assistance recipients) are responsible for tuition, fees, and books. You cannot charge school costs to VA. You must be prepared to pay out-of-pocket expenses to start school. It takes approximately 60–90 days to start receiving your veteran benefit payments. Any financial arrangements must be made through the UNCG Cashiers and Student Accounts Office.

I have read the information stated above and accept responsibility for following the regulations. I realize that I am liable for failure to follow the procedures and for providing false information.

_________________________      ______________________
VA Student Signature          Date

Full Legal Name: ______________________  Last  First  Middle  Student ID #: ______________________