



Veterans/National Guard/Reserves Benefits APPLICATION PROCESS FOR EDUCATIONAL BENEFITS

ADMISSION TO MSTC

Admission refers to the process of applying for acceptance into a program at MSTC. Complete the MSTC APPLICATION process at the college as outlined at mstc.edu, visit a MSTC Campus at Wisconsin Rapids, Stevens Point, Marshfield or our Adams Center or call 888.575.MSTC. Students applying for Federal Benefits must be accepted into an Associate Degree, Technical Diploma or Veterans Administration (VA) approved program of study. The VA will only pay for courses necessary to graduate from that program.

FEDERAL BENEFITS

If you are a Veteran, National Guard or Reservist entering MSTC and desiring Veterans Education Benefits under one of the following Chapters:

- (a) **(Chapter 33) Post 9/11-GI Bill – effective August 2009**
- (b) **(Chapter 30) Montgomery GI Bill – Active Duty Educational Assistance Program– service beginning after June 30, 1985.**
- (c) **(Chapter 1606) Montgomery GI Bill – Selected Reserve Educational Assistance Program.** Reservists must first procure his/her “Notice of Basic Eligibility” (NOBE) from assigned unit.
- (d) **(Chapter 1607) Montgomery GI Bill –Reserve Educational Assistance Program.**
- (e) **(Chapter 32) VEAP /Non-contributory VEAP (section 903) - service beginning on or after January 1, 1977 through June 30, 1985.**

Special approval is required by the Veterans Administration for Vocational Rehabilitation-**Chapter 31**, or Dependent/Child-**Chapter 35**. Ask your County Veterans Service Officer for assistance if you feel that you may qualify for either of these two programs. Special forms are needed.

STEP 1> NEW APPLICANTS - complete VA FORM 22-1990, Application for Education Benefits available on the Federal GI Bill website www.gibill.va.gov/ or

TRANSFER STUDENTS –If you received Federal Veterans benefits at another college, complete VA FORM 22-1995 Request for Change of Program or Place of Training and send to the MSTC Veterans certifying official.

STEP 2> GET A CERTIFIED DD214 - Visit your County Veterans Service Office for certification of the DD214 and to discuss any additional benefits you may be entitled to. Contact information is available at <http://dva.state.wi.us/CVSO.asp> . Forward VA FORM 22-1990 and a certified copy of DD214 to the MSTC Veterans Certifying Official at the WI Rapids Campus. We will forward it to the VA with proof of enrollment. Once the VA receives your Application, they will establish your eligibility. When you receive your **Certificate of Eligibility determination letter**, forward a copy to the MSTC Veterans Office at the WI Rapids Campus.

NOTE: Reservists and National Guard need a Notice of Basic Eligibility (NOBE) DD2384 from their UNIT instead of the DD214.

STEP 3> ADVANCE PAY REQUEST- Individuals who are first applying for benefits, or who have not used benefits within the past two months, may be eligible to apply for **Advance Pay** requesting payment for the first two months of the term being certified. The VA must receive the application for Advance Pay **at least 30 days prior** to the first day of classes. This does cause a delay in receiving future benefits.

STEP 4> ENROLLMENT VERIFICATION – MSTC must certify your enrollment based on your class registration.

Note:

1. MSTC must record for the VA start and end dates of individual courses if they do not run the full semester dates. Therefore, at times even though the student is registered as a full-time student for the semester according to credit load, the Veterans Administration will not consider it full-time for benefits because you are not attending all classes during the same weeks.
2. VA requires that the college only certify courses applicable to the VA eligible program of study that the student has chosen at MSTC.
3. It is the Veterans responsibility to request transfer of credits at MSTC for any previous military or college training and the Veterans should notify the MSTC Certifying Official when transfer has been granted.

STEP 5>STUDENT ENROLLMENT VERIFICATION- once the semester has started, Veterans receiving Chapter 30 and Chapter 1606 must verify their enrollment at the end of each month by using <https://www.gibill.va.gov/wave/default.cfm> or by calling 1-877-823-2378.

STEP 6> CHANGES IN ENROLLMENT- must, by law, be reported to the VA by the college. Notify our office if there is a change in program, withdrawal from course or college, enrollment in courses not toward degree requirements, change of address, course substitutions, or concurrent enrollment at MSTC and another college.

STEP 7> PAYMENT-If you are receiving a monthly benefit under Chapter 30, Chapter 1606, Chapter 1607, or Chapter 35, your first check should arrive 10 to 12 weeks after the first day of classes, or later if you apply for certification after classes begin. Qualifying pay rates and payment dates are available only through direct contact with the Department of Veterans Affairs at <https://www.gibill.va.gov/> or call 1-888-442-4551. Tuition and fees under Chapter 33-Post 9/11 are only deferred after receiving a copy of the Certificate of Eligibility. Monthly Veterans benefit payments are sent directly to the student's address or personal account. Books cannot be charged to Veterans benefits unless authorized through Chapter 31-Vocational Rehabilitation.

STEP 8> STANDARDS OF PROGRESS-All students receiving veterans' benefits must maintain a cumulative Grade Point Average of 2.0. Failure to do so will result in the student being placed on probation. Failure to achieve the minimum 2.0 GPA for two consecutive semesters will require notification to the VA and may result in repayment of federal benefits.

STEP 9>OVERPAYMENT-The law requires that VA must collect all benefits paid to a recipient for a course for which the grade assigned is not used in computing the requirements for graduation, including a course from which the recipient withdraws, unless there are mitigating circumstances. This means if you drop a course or withdraw, the Veteran may be required to repay all the money paid to them for pursuit of the course or courses, from the start of the term, not merely from the date the course was dropped or the student withdrew from school. The VA will withhold future benefits and apply them to your debt; may add interest charges and collection fees to the debt; may turn it over to a collection agency, may withhold federal tax refunds or withhold other VA program benefits.

STATE BENEFITS

WI GI BILL TUITION REMISSION- Who is eligible?

VETERANS - Wisconsin veterans who entered active military duty as a Wisconsin resident may receive a remission of 100% of the program fees (tuition) and material fees.

NON-VETERANS - Qualifying spouses and children (ages 17-25) of eligible Wisconsin veterans may receive a waiver of 100% of the program fees (tuition) and material fees. To be eligible the spouse or child of the eligible veteran must be a Wisconsin resident. Spouses are only eligible for a set time period following the death or disability of the veteran. There are some limitations to the total number of credits and semesters covered.

Requirement to switch to Post 9/11 GI Bill Effective January 2010

Veteran students who are eligible for the federal Post 9/11 GI Bill will be required, according to the 2009-11 State of Wisconsin Biennial Budget, to use their Post 9/11 GI Bill before using any WI GI Bill benefits. Veterans who are eligible for the Post 9/11 GI Bill and choose to use their other federal veteran education benefits will not qualify for any presumed tuition remission or supplemental stipend payment under the WI GI Bill. The WI Technical Colleges are currently defining the detail of what this will mean for Veterans for second semester. We will notify all Veterans as more details are released. At this time, it does not appear that WI GI Bill benefits (tuition and fees) will be impacted for August 2009.

STEP 1> APPLICATION- The application process is two-fold. Print copies at:

[http://dva.state.wi.us/Forms/WDVA_B0105_Wisconsin_Tuition_Programs_\(WI_GI_Bill\)_Color.pdf](http://dva.state.wi.us/Forms/WDVA_B0105_Wisconsin_Tuition_Programs_(WI_GI_Bill)_Color.pdf)

Submit WDVA2030 REQUEST FOR CERTIFICATION FOR WISCONSIN G.I. BILL BENEFITS AND RESIDENCY FOR TUITION PURPOSES form and required veterans documentation to DVA. If the Veteran has never received State education benefits, they must submit WDVA0001 ELIGIBILITY DETERMINATION with the required documentation.

The applicant **MUST** also submit WDVA2029 APPLICATION FOR WISCONSIN G.I. BILL BENEFITS OR RESIDENCY FOR TUITION PURPOSES form with applicable student Eligibility documentation (below) to the MSTC VA Certifying Official **prior to the 14th calendar day of the semester.**

Step 2> Additional DOCUMENTATION is necessary to prove “spouse” or “child” of an eligible deceased or disabled Wisconsin Veteran and must be sent to MSTC with WDVA2029.

- ▶ Biological Child: A copy of the student’s Birth Certificate or similar official documents that identify parentage.
- ▶ Adopted Child: A copy of the student’s Adoption Certificate.
- ▶ Stepchild: A copy of the student’s Birth Certificate and a Marriage License that demonstrates the eligible veteran has married a biological parent of the student, or a copy of the Certificate of Eligibility for Federal VA benefits that indicates recognition as a stepchild.
- ▶ Other Child Who is a Member of the Veteran’s Household: A copy of the veteran’s most recent state and federal income taxes where the student is listed as

a dependent and the student's permanent address is the same as the veteran's household address.

- ▶ Nonmarital Child: A copy of a certificate of paternity.

Vet Ed REIMBURSEMENT GRANT- Who is eligible?

VETERANS - Wisconsin veterans who entered active military duty as a Wisconsin resident Or by living in Wisconsin for a set period of time following entry into active duty, currently 12 months. Eligibility is based on the character and the duration of active duty determined by Wisconsin Department of Veterans Affairs (WDVA). This program provides reimbursement only after successful completion of coursework. Applicants must first apply for WI GI Bill Benefits.

Step 1>Submit a pre-application (WWDVA 2201) directly to the WDVA within 30 days of the beginning of the semester and no later than 180 days after the semester start date. VA will not accept any earlier. The reimbursement grant application must be completed following successful course completion, but no later than 60 days following the end of the course. Failure to meet the deadlines for pre-application and grant application will result in denial. The preferred submission is the on-line process. If done online, both forms can be submitted at the beginning of the semester and meet both deadlines. Pre-application and grant application can be accessed at www.dva.state.wi.us or contact your County Veterans Service Office.

OTHER FEDERAL & STATE VETERANS EDUCATION BENEFITS

Additional WDVA, VA, or other state or federal educational programs may be available. Veterans and veterans' dependents should see the VA Website at www.va.gov, the WDVA Website at www.dva.state.wi.us or their County Veterans Service Officers for additional information or to apply.

Good luck in your educational pursuit!



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