

# CHAPTER 30 MONTGOMERY GI BILL® ACTIVE DUTY

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Welcome to EWU and The Veterans Resource Center!

## To Start We Will Need the Following:

- 1. VA Approval** - We will need a copy of your Certificate of Eligibility (COE). Please scan/email back to our office. You can get the most current COE at VA site here:
  - a. <https://www.ebenefits.va.gov/ebenefits/homepage>
- 2. Change of Program/Change of Place of Training** - (Designated as VA Form 22-1995)  
Is need if VA Benefits were used at another school, there has been a break in attendance, or your degree program has changed. This form can be obtained from the VRC. If submitted via web to VA you should get a letter telling you to take it to your school so the enrollment can be submitted. VA will not request enrollment information on your behalf.
- 3. Class Schedule** - Submit your final Concise Student Schedule from EagleNet in person at the VRC or follow the instructions here: <https://inside.ewu.edu/veterans/schedule-submission/>.  
Enrollments will not be reported to the VA until we receive your Concise Student Schedule.

## Other Key Points:

**Application Fee** - There is a \$60 application fee that is required at the time it is submitted. This is not a fee the VA benefit will pay.

**Confirmation Fee** - All new undergraduate students must confirm their intent to enroll by paying a \$250 confirmation fee. This is not a fee your VA Benefit will pay.

**Full Time Enrollment** - These are minimum credits students must be in to be considered full time. Only courses that satisfy requirements outlined by the EWU Catalog or student SOAR degree audit for graduation can be certified for VA purposes. The VA Benefit will cover courses for a second major or any minors. If you take a course that does not fulfill a program requirement, it cannot be certified for VA purposes. Excessive electives, for example, cannot be certified.

Quarter	Undergraduate	Graduate
Fall-Winter-Spring	12 Credits	10 Credits
Summer	8 Credits	6 Credits

- See how summer credits work: <https://inside.ewu.edu/veterans/how-summer-quarter-works/>

**Payment Distribution** - VA processes payment at the end of each month for that month based on your enrollment. You must verify attendance on the last day of each month to generate payment. To do this you can go online to [www.benefits.va.gov/gibill/](http://www.benefits.va.gov/gibill/) (on the right hand side of the page select link under “verify your attendance”) or call **1 (877) 823-2378** and follow the prompts. Your “VA file number” is your social security number. The payment goes directly to you. Payments are prorated in relation to the start and stop of the term. VA does not pay benefits during breaks or before and after a term.

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GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <https://www.benefits.va.gov/gibill>.

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**Tuition/Fees/Housing Charges** – Your VA Benefit does not pay tuition, fees or housing charges. All fees are due to the University by the published deadline.

**Tuition Waiver** - Washington State has a Veterans Tuition Waiver that you may also qualify for in addition to the VA Education Benefit. The tuition waiver is not in any way linked to the benefit paid by the VA. To qualify you must meet all the requirements of the waiver. A new waiver application must be submitted each academic year. Eligibility requirements are reviewed each quarter by VRC staff and forwarded to Financial Aid & Scholarships Office to be awarded. See VRC Waivers here: <https://inside.ewu.edu/veterans/waivers/>

**Tuition Assistance** - This is a benefit for eligible members of the Active Duty Army, Navy, Marines, Air Force, and Coast Guard which can be used in conjunction with your Chapter 30 benefit. Each service has its own set of requirements to be considered eligible and the money is usually paid directly to the University by the specific military service. This tuition assistance does not go through the VRC. If you have further questions please refer to your military service Tuition Assistance program.

**Grading/End of Term Processing** - At the end of each term the VRC Office is required to report academic progress back to VA. Status and performance such as graduation, academic probation, academic dismissal, failing grades, and no credit earned must be reported to VA and could create an overpayment of benefits received.

**Schedule Changes/Dropping/Withdrawing/Leaving the University** - At the time your schedule is submitted to the VRC, a VRC registration hold will be placed on your account that will prevent you from making changes to your class schedule. If you need to make changes, contact our office so that we can take the hold off, another copy of your schedule will be needed before your enrollment can be amended back to VA and the VRC hold will be put back on. The hold will come off during the priority registration cycle for the next term.

To learn more about the Chapter 30 Benefit:

<https://www.va.gov/education/about-gi-bill-benefits/montgomery-active-duty/>

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