



COSUMNES RIVER COLLEGE

VETERANS
RESOURCE
C E N T E R

DIRECTIONS FOR COMPLETING AND SUBMITTING THIS PACKET

DISCLAIMER: Unfortunately, Cosumnes River College's Veterans Resource Center **does not** allow for the downloading of documents from Google Drive or the iCloud, so if you attach the documents directly from there, they will be removed by the system.

Instead save your forms to your desktop. Once they are completed re-save the document and email as an attachment to CRC-VRC@crc.losrios.edu

When sending this completed packet via email, in the subject line, **please enter your "FIRST NAME, LAST NAME, and STUDENT ID #"**. For questions, you can either call us at 916-691-7455, or email us at the above mentioned address

Any additional required documents can be emailed to the same email listed above.

NOTE: This form must be completed on a computer or tablet, utilizing a PDF reader such as Adobe Acrobat Reader. You can then delete them from your desktop/laptop/tablet once completed.

CRC VA Educational Benefits Checklist –Chapter 31

1. CRC APPLICATION

Online at <http://www.crc.losrios.edu>

(If you have already applied and have a student ID number go to Step 2)

For questions call: (916) 691-7411

2. Apply for Financial Aid

Online at: <https://studentaid.ed.gov/sa/fafsa>

Please see “Financial Aid Disclosure for Veterans/Dependents” as you may eligible to receive Financial Aid, in conjunction to VA Education Benefit- highly encouraged.

For assistance call: (916) 691-7325

or email: crc-finaid@crc.losrios.edu

3. Authorization

- ❖ An authorization/ PO sent by your vocational rehabilitation case manager is required in order to be certified for your benefits. Please contact your case manager if an authorization has not been received by our office. Once an authorization is sent, it can take up to 48 hours before we receive it. It will be your responsibility to pay for any unauthorized courses. If you plan to attend several colleges, each school is required to have an authorization from your case manager.
- ❖ Provide Contact information for you case manager

4. VA Educational Program Planner

Make a counseling appointment for a VA Educational Plan

By phone: (916) 691-7316

Online: <https://tinyurl.com/6nc6efz7>

The Department of Veterans Affairs mandates that students select a major. You can only receive payment for courses that are required according to your major.

Official transcripts from all non-Los Rios colleges and military transcripts need to be on file prior to seeing a counselor.

5. All students

Submit the following documentation to the VRC:

- ❖ DD-214 member 4 copy
- ❖ CRC Enrollment Status Form
- ❖ *CRC Veterans Intake and Statement of Understanding*
- ❖ Cover sheet
- ❖ Residency packet – if you are not a CA resident.
- ❖ Do Not Drop form
- ❖ Transcripts from any other colleges MUST BE SUBMITTED within 30 days
 1. Unofficial Transcripts: Can be sent to directly to the VRC (until official copy is received)
 2. Official Transcripts: Please have the institution send them direct to our Admissions office by mail or via email to admissions@crc.losrios.edu

CRC VA Educational Benefits Checklist –Chapter 31

6. Enroll

- ❖ Make sure to enroll in courses listed in your VA Planner
- ❖ Submit *Enrollment Status* form every semester (once enrolled)
- ❖ Pick Up Parking Decal (holders are \$2.00)

In person: College Center Bldg., Business Services –Cashier Window 4

- ❖ Get Student Access card (Student ID)

In person: College Center Bldg., Admissions and Records Office –Window 7

Changes to your schedule after initial certification can cause delays in payments or overpayments with the Department of Veterans Affairs. Notify the CRC Veterans Resource Center **immediately** if you make changes to your schedule.

Cosumnes River College
Veterans Resource Center
Phone (916) 691-7455
Fax (916) 691-7467
Monday – Thursday: 8am to 4pm
Department of Veterans Affairs 1-888-442-4551
www.gibill.va.gov



Veterans Intake Form

Name _____ Student # _____

Address _____

Phone # _____ Email Address _____ Semester/Year _____

- Ch 33** Post 9/11 G.I. Bill
- Ch 31** Vocational Rehab
- Ch 33-TOE**
- Ch 1606** Guard/Reserve
- Ch 35** Dependent/Survivors
- Ch 30** Montgomery G.I. Bill

Current Objective: Please indicate intended major and goals. Must be a degree or certificate program offered through CRC or a CSU/UC transfer program.

- Certificate Major _____
- AA or AS Degree Major _____
- Transfer Major _____ Transfer Institution _____

*Are you interested in information below (check all that apply)?

- Tutoring
- VA Mental Health
- Food Sources
- Disability Support Services
- American Legion
- Employment
- Transfer Services
- Women Veterans Alliance
- Child Care

Official Transcripts – Official transcripts from all previous colleges and universities attended MUST be on file prior to making appointment with counselor for VA Educational Planner.

I understand that my VA Educational benefits may be affected if relevant information is withheld and if changes in educational status are not reported.

Signature _____ Date _____

OFFICE USE ONLY:

- DD-214 (member 4 copy)
- Certificate of Eligibility (COE)
- VA Application (VA form 1990, 5490, 1995 or 5495)
- CRC VA Statement of Understanding Form
- CRC VETERANS AND DEPENDENTS ENROLLMENT STATUS FORM
- VA EDUCATION PLAN Date: _____
- Veterans SSN _____ Dependent # _____
- DND posted for Chapter 33, 33-TOE and 31
- Priority Registration (Chapter 33, 33-TOE and 31 only)



VETERANS COVER SHEET

Name: _____ Student ID: _____

VA File number or SS#: _____ Chapter: _____ Semester/year: _____

CURRENT OBJECTIVE: Please indicate your major listed on your VA Educational Plan.

Degree /Certificate: _____ Major: _____ College: _____

Yes, I attended and have transcripts from other colleges outside the Los Rios District. Please list below.

Colleges attended:	Official	Unofficial
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>

No, I did not attend and do not have transcripts from other colleges.

I understand that prior to petitioning for graduation, I must have official transcripts from other colleges on file at CRC.

I understand that my VA educational benefits may be affected if any information provided to CRC is inaccurate or incomplete.

Student's Signature _____

Date _____

Do Not Drop Request

Name: _____ Student ID: _____

What semester/year will you begin using your VA education benefits? _____

I understand that a “Do Not Drop” hold is for recipients of VA education benefits whose tuition/fees are being paid either in full or a percentage of by the Department of Veterans Affairs. The purpose is to prevent student from being dropped for non-payment.

I understand that my tuition/fees may NOT be paid in full by the Department of Veterans Affairs. I am responsible for payment whether or not I receive my VA education benefits.

I understand that I must notify the CRC Veterans Resource Center immediately after enrolling for every semester to avoid being dropped for non-payment.

I understand that the Department of Veterans Affairs does NOT pay non-residency tuition. If I am classified as a non-resident, I am responsible for those charges.

I understand that I must notify the CRC Veterans Resource Center if I decide not to use my VA education benefits. I am responsible for dropping any courses which I do not attend.

I understand that this is only a temporary hold and will be removed if I do not return within **30 days after the semester starts to submit the documents required to initiate my VA education benefits. If I fail to return, the hold will be removed without notification, and I may be dropped from all my courses for non-payment.**

I have read and understand all of the above.

Student’s Signature: _____ Date: _____

Day Phone: _____ Evening Phone: _____

FOR OFFICE USE ONLY:

Post 9/11 GI Bill - Chapter 33 Post 9/11 Transfer of Entitlement Program Fry Scholarship

(Circle) Resident or Non-Resident

Received and Verified By: _____

VA Certifying Official _____

Date _____

DND will be removed on: _____

Veterans Resource Center
STATEMENT OF STUDENT UNDERSTANDING AND RESPONSIBILITIES

For Students Receiving VA Educational Benefits

NAME: _____ STUDENT ID#: _____

- I understand that once I have enrolled into **any** course, I am responsible for the payment for that course(s), whether or not I receive my VA educational benefits. I further understand that if I use Post- 9/11 – Chapter 33 benefits, I must notify the CRC Veterans Office when I add classes every semester to avoid being dropped for nonpayment.
- I understand that Department of Veterans Affairs requires me to have all prior college credits evaluated. I also understand that it is my responsibility to request and provide CRC with official transcripts from all other colleges outside of Los Rios Community College District.
- I understand that the VA requires me to select a major, and I must submit a VA Educational Program Planner in order to receive VA educational benefits. The VA will only approve courses for payment that are required according to my VA educational plan at CRC.
- I understand that if I add, drop, stop attending or change my schedule in any way, I must notify the CRC Veterans Resource Center immediately of this change. I also understand that the CRC Veterans Office cannot certify or make changes to my enrollment status until my classes have been officially added from the waiting list and show as *enrolled* on my records.
- I understand that courses which do not meet during the full semester session will be reported to the VA according to the start and end dates of these classes, i.e., first 8 weeks, second 8 weeks, etc., and that this may affect my VA educational benefits.
- I understand that VA regulations required that the Veterans Services Office adjusts and reports the enrollment certification to the VA Office. The school determines by checking the instructor’s records for the last date of attendance; this may affect the VA educational benefits with an overpayment. (This is the case if an F grade is received for a class in which VA educational benefits had being received).
- If a withdrawal or other punitive grade is assigned, an overpayment may be charged to the student. Per the VA – if an individual does not complete a course and does not substantiate mitigating circumstances for not completing that enrollment they will be charged with an overpayment equal to the amount of ALL educational assistance paid for that period of time.
- The VA does not allow payment for the following classes: physical education or athletic-related course, recommended courses, and courses which are not transferable or not counted towards an AA/AS degree or certificate program unless: 1) it is listed in the catalog as a required prerequisite for your goal; 2) concurrent enrollment in such a class is listed as required by the catalog; or 3) it has been identified as a required elective by your counselor. In addition, the VA will not pay for remedial courses unless your assessment test scores justify the need.
- For continued payment, the VA requires that you make satisfactory progress towards your goal. This means maintaining a 2.0 cumulative GPA and completing at least 50% of your units each term. CRC is required to report a termination of your benefits if you go on academic or progress dismissal. Counseling is required prior to readmit after dismissal.
- I understand that the Department of Veterans Affairs does NOT pay non-residency tuition. If I am classified as a non-resident, I am responsible for those charges.
- File Enrollment Status Form** All veterans and dependents are required to file an **Enrollment Status Form** with the CRC **Veterans Resource Center** **EACH** semester. This form is your notification to our office that you want to use you VA education benefits again next semester– we **never** assume that you want to use your benefits.



Monthly self-verification

In addition to the above requirement, **Chapter 30, 1606 and 1607 and Post-9/11 - Chapter 33*** (*effective 8/1/2021) students must, on **the last day of each month**, verify their enrollment with the VA for the previous month before the payment is made. The veteran has two methods to self-verify: 1) online service at <https://gibill.custhelp.va.gov/app/home> or 2) by phone at 1-877-823-2378. Failure to verify on a monthly basis will result in nonpayment.

***Chapter 31, and 35 students do not self-verify.**

Students Using Post 9/11 GI Bill (Chapter 33):

For more information visit the VA Website at www.gibill.va.gov for the most current updates.

I have read and fully understand the information given to me in this contract. I understand that failure to follow this information could result in a reduction or cancellation of my benefits. If I have any questions, I will contact the college's VA certifying official for clarification.

Student Signature

Date

Name (Please Print)

10/22/2021

VETERANS AND DEPENDENTS ENROLLMENT STATUS FORM

Instructions:

All veterans or dependents currently using their benefits need to file this form at the end of every semester to ensure that they are certified for the following semester or session. CRC does not automatically certify future enrollments to keep your benefits coming. That is your responsibility. Failure to follow these instructions will result in a delay of benefit payments. If you are not a "continuing" CRC veteran, do not file this form. Instead, make an appointment with the VA certifying official. Please allow 30 days for processing of your certification.

Name _____
Last First MI

Student ID Number _____

Mailing Address _____

Fall ___ **Spring** ___ **Summer** ___ **Year** _____

Email _____

Phone Home _____
Work _____
Cell _____

ENROLLMENT STATUS THIS SEMESTER:

- Enrolled at CRC only
- Concurrently enrolled at other college(s) _____
List colleges attending this semester (other than CRC)
- I have a **current VA Educational Program Planner on file** Yes No
- Chapter 33 only: will you receive the BOG fee waiver?** Yes No

VETERAN/DEPENDENT CHAPTER: 30 31 33 35 1606 1607

CLASS SCHEDULE:

<u>Class Name and Code Number (i.e. POLS 300)</u>	<u>Units</u>	<u>Class Name and Code Number (i.e. POLS 300)</u>	<u>Units</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Total Units Registered for Benefits _____

I understand that I must notify the VA certifying official IMMEDIATELY whenever I add or drop a class or repeat a class for which I have received credit already. I acknowledge that these courses are outlined on my VA Educational Program Planner as classes needed to meet requirements for my goal. I authorize the personnel in the CRC Veterans Services Office to provide to and receive information from the Department of Veteran Affairs regarding my program.

Signature _____

Date _____

STAFF USE ONLY:

- DND indicator placed on record
- PS entry
- Tuition & Fees: _____

Received By: _____ Date: ___/___/___ Processed By: _____ Date: ___/___/___