

# VETERANS EDUCATIONAL BENEFITS – STUDENT AGREEMENT



Name: \_\_\_\_\_

Student ID: \_\_\_\_\_

My college major is: \_\_\_\_\_

I plan to complete a:                      *1-year Certificate Program*                      *2-year Associates Degree*

**ATTENDANCE POLICY:** Students using veterans’ benefits at NCTC will have attendance monitored until the time the student drops, graduates, or completes the program. Unsatisfactory attendance will be reported to VA even if the student has completed the required number of hours and no refund is due to the student and/or refund sources. The attendance policy (20% of the total program and/or being absent five (5) consecutive days) will apply throughout the student’s stay in school. All violations of the attendance policy will be reported to VA within 30 days at such time the student exceeds the allowed number of absences.

**DEGREE PLAN/DEGREE AUDIT:** Transcripts from all prior colleges including military transcripts must be submitted to the school for the purpose of credit evaluation before attendance can be certified for VA purposes. Only courses that satisfy requirements outlined by the degree plan or graduation evaluation form can be certified. If a student takes a course that does not fulfill a program requirement, it cannot be certified for VA purposes. Excessive free electives, for example, cannot be certified.

**REPEATED COURSES:** Courses that are successfully completed may not be certified for VA purposes if they are repeated. If a program requires a higher grade than achieved, that course may be repeated. For example, if Nursing requires a “B” or better in Biology, then that course may be repeated if a “B” was not earned.

**REMEDIAL COURSEWORK:** Generally, veteran students are exempt from meeting the Texas Success Initiative (TSI) requirement. To be considered for an exemption the veteran must turn in a copy of their DD Form 214-Member 4 and sign a TSI Waiver at the Admissions Office. Remedial coursework can be certified as part of an approved program, but only for students for whom a verifiable need has been established. Remedial and deficiency courses offered as independent study (online) cannot be approved and cannot be certified to VA.

**WITHDRAWING AND/OR NON-PUNITIVE GRADES:** The law prohibits payment of VA educational benefits for a course from which the student withdraws or completes and receives a grade that is not used in computing the grade point average (a non-punitive grade, i.e. "W"). The School Certifying Official (SCO) is required to notify the Department of Veteran Affairs when changes occur to a student’s school schedule. A decrease in training time (i.e. drop classes, stop attending, leave school, etc.) will create an overpayment to the student account. In addition, a decrease in credit hours can also change both prior and future payments to the basic housing allowance, book stipend, and/or the monthly benefits amount. If VA has issued a payment to either the student or the school for the term in which a student drops, students will owe money back to the Department of Veteran Affairs.

**PAYING FOR CLASSES:** Students using Post 9/11 Chapter 33 at 100% eligibility can attend the semester without making a tuition payment to the Business Office. Students using Post 9/11 Chapter 33 at less than 100%, MGIB Chapter 30, MGIB Selected Reserves Chapter 1606 or Dependents Educational Assistance (DEA) Chapter 35 need to make a tuition and fees payment before classes start. Suggested methods of payment include using financial aid, Texas Hazlewood Exemption or setting up an online payment plan.

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*As a student using veteran educational benefits, I agree to notify the VA School Certifying Official if I decide to add, drop, or withdraw from a class, or if I decide to change my college major. I understand that NCTC will continue to report my enrollment status to the VA until or unless I notify the School Certifying Official in writing. If for some reason I am not eligible for VA payments, I understand that I am responsible for the payment of my school charges. I also authorize the release of my academic records to the Veterans Administration by North Central Texas College. I have read and understand the North Central Texas College Student Veteran Agreement.*

\_\_\_\_\_  
*Signature of Veteran or Veteran’s Dependent*

\_\_\_\_\_  
*Date*