

# Veterans Programs

## Veteran's Programs

The VA School Certifying Officials for Northwest-Shoals Community College are located both on the Shoals and Phil Campbell campuses in the Student Financial Services Office.

### Contact Information

Muscle Shoals Campus

Phone: 256.331.5367 or 256.331.5364

Hours of Operation: Monday – Friday 7:30 a.m. – 4:30 p.m.

POC for VA Education Benefits is Lisa Lilley. She can be reached at (256) 331-5368 or by email at [lisa.lilley@nwsc.edu](mailto:lisa.lilley@nwsc.edu).

School Certifying Official for VA Education Benefits is Tanya Hellums. She can be reached at (256) 331-5367 or by email at [tanya.hellums@nwsc.edu](mailto:tanya.hellums@nwsc.edu).

Phil Campbell Campus

Phone: 256.331.6332 or 256.331.6232

Hours of Operation: Monday – Thursday 7:30 a.m. – 4:30 p.m.

Friday 7:30 a.m. to 4:00 p.m.

School Certifying Official for VA Education Benefits is Lisa Hall. She can be reached at (256) 331-6332 or by email at [lisa.hall@nwsc.edu](mailto:lisa.hall@nwsc.edu).

Schedule a virtual Financial Aid appointment via our website [www.nwsc.edu](http://www.nwsc.edu).

### If you are interested in education benefits from VA, you must first determine the following:

- Determine if you are eligible for State and/or Federal benefits. State and Federal benefits have two separate application processes. State benefit information can be obtained by calling 1-334-242-5077 or visiting their website at [ALABAMA G.I. DEPENDENT SCHOLARSHIP PROGRAM – Alabama Department of Veterans Affairs](#). Federal benefit information can be obtained by calling 1-888-442-4551 or visiting their website at <https://benefits.va.gov/gibill/>.
- Determine what chapter you are eligible for (veterans, spouses and/or dependents).
- You can determine the status of your award or inquire about problems receiving your benefits by contacting the DVA at 1-888-442-4551 or at <https://www.va.gov/education/eligibility/>.

# GI Bill® Programs (VA)

## Post 9/11 GI Bill® Chapter 33

The Post 9/11 GI Bill is for individuals with at least 90 days of aggregate service on or after September 11, 2001, or individuals discharged with a service-connected disability after 30 days. This benefit provides up to 36 months of education benefits. Application is made by completing VA Form 22-1990, Application for VA Educational Benefits or VA Form 22-5490, Dependents' Application for VA Education Benefits at <https://benefits.va.gov/gibill/>. Dependents using Chapter 33 who have received VA benefits previously must complete VA Form 22-5495, Dependents' Application for VA Education Benefits at <https://benefits.va.gov/gibill/>.

Application package includes: First Semester VA Students

The following information listed below must be submitted at the same time.

- Certificate of Eligibility
- Student Acknowledgement of Responsibility Form
- Request for Certification of Veterans Educational Benefits Form
- Active Registration
- Veteran Military Transcript (If student is the dependent, military transcript is not required).

Application package includes: Continuing VA Students

The following information listed below must be submitted at the same time.

- Request for Certification of Veterans Educational Benefits Form
- Active Registration

# Vocational Readiness and Employment (VR&E) Chapter 31

The VR&E program may be available to you if you have a service-connected disability that limits your ability to work or prevents you from working. This program helps explore employment options and address training needs. In some cases, family members may also qualify for certain benefits. Eligibility is determined on a case by case basis. Veterans should apply for vocational rehabilitation through the County Veterans Service Office and must follow guidelines from the Vocational Rehabilitation and Counseling Division for the DVA regarding application and admission requirements. If you are approved for Chapter 31 the DVA must submit a purchase order to NWSCC via the Tungsten Network.

To apply, go to the VR&E website at <https://www.va.gov/careers-employment/vocational-rehabilitation/eligibility/>.

Application package includes: First Semester VA Students

The following information listed below must be submitted at the same time.

- Student Acknowledgement of Responsibility Form
- Request for Certification of Veterans Educational Benefits Form

- Active Registration
- Veteran Military Transcript (If student is the dependent, military transcript is not required.)

Application package includes: Continuing VA Students

The following information listed below must be submitted at the same time.

- Request for Certification of Veterans Educational Benefits Form
- Active Registration

## Montgomery GI Bill®–Active Duty (MGIB-AD) Chapter 30

The MGIB program provides up to 36 months of educational benefits. If enlisted less than three years, serviceperson must serve 24 continuous months. If enlisted more than three years, serviceperson must serve at least 36 months (exceptions apply). Application is made by completing VA Form 22-1990, Application for VA Education Benefits at <https://benefits.va.gov/gibill/>.

Application package includes: First Semester VA Students

The following information listed below must be submitted at the same time.

- Certificate of Eligibility
- Student Acknowledgement of Responsibility Form
- Request for Certification of Veterans Educational Benefits Form
- Active Registration
- Veteran Military Transcript

Application package includes: Continuing VA Students

The following information listed below must be submitted at the same time.

- Request for Certification of Veterans Educational Benefits Form
- Active Registration

## Dependent Education Assistance (DEA) Chapter 35

This benefit is available to the spouse or a dependent child of a veteran who became 100% disabled as a result of a service connected disability, died as 100% disabled as a result of a service connected injury or while on active duty, or was held as a POW or was MIA for 90 days. Application is made by completing VA Form 22-5490, Application for Survivors' and Dependents' Educational Assistance at <https://benefits.va.gov/gibill/>. Dependents using Chapter 35 who have received VA benefits previously must complete VA Form 22-5495, Request for Change of Program or Place of Training Form at <https://benefits.va.gov/gibill/>.

Application package includes: First Semester VA Students

The following information listed below must be submitted at the same time.

- Certificate of Eligibility
- Student Acknowledgement of Responsibility Form
- Request for Certification of Veterans Educational Benefits Form
- Active Registration

Application package includes: Continuing VA Students

The following information listed below must be submitted at the same time.

- Request for Certification of Veterans Educational Benefits Form
- Active Registration

## Montgomery GI Bill® – Selective Reserve (MGIB-SR) Chapter 1606

The MGIB-SR program may be available to you if you are a member of the Selected Reserve. The Selective Reserve includes the Army Reserve, Navy Reserve, Air Force Reserve, Marine Corps reserve, Coast Guard Reserve, Army National Guard, and the Air National Guard. Application is made by completing VA Form 22-1990, Application for VA Education Benefits at <https://benefits.va.gov/gibill/>.

Application package includes: First Semester VA Students

The following information listed below must be submitted at the same time.

- Certificate of Eligibility
- Student Acknowledgement of Responsibility Form
- Request for Certification of Veterans Educational Benefits Form
- Active Registration
- Veteran Military Transcript

Application package includes: Continuing VA Students

The following information listed below must be submitted at the same time.

- Request for Certification of Veterans Educational Benefits Form
- Active Registration

## INSTRUCTIONS FOR REQUESTING MILITARY TRANSCRIPTS

As an active-duty service member, Veteran, or member of the Reserves, you will need to request an official military transcript from your branch of service and share it with Northwest-Shoals Community College.

- For Army, Navy, Marines, or Coast Guard, go to the Joint Services Transcript (JST) website (<https://jst.doded.mil/smart/signin.do>). Fill out an Official Transcript Request to share your transcript with schools online.

- For the Air Force, go to the Community College of the Air Force website (<https://www.airuniversity.af.edu/Barnes/CCAF/Display/Article/803247/community-college-of-the-air-force-transcripts/>). Submit a request to have your transcript mailed to schools. You can pay for fast delivery if you are trying to meet a deadline.

## ALABAMA GI DEPENDENT'S SCHOLARSHIP PROGRAM

Children and spouses of veterans who meet the following criteria may be eligible for this program:

- Must have honorably served at least 90 or more days of continuous active federal military service or be honorably discharged by reason of service-connected disability after serving less than 90 days of continuous active federal military service during wartime
- Must be rated 20% or more disabled due to service-connected disabilities or have held the qualifying rating at the time of death, a former Prisoner of War (POW), declared Missing in Action (MIA), died as a result of a service-connected disability, or died while on active military service in the line of duty
- Must be a permanent civilian resident of the State of Alabama for at least one year immediately prior to (a) the initial entry into active military service, or (b) any subsequent period of military service in which a break (one year or more) in service occurred and the Alabama civilian residency was established.

### To Apply:

Contact your county's Veterans Affairs Office by calling 334-242-5077 or visiting <https://va.alabama.gov/dependentscholarship/>. If the student is deemed eligible, the Alabama Department of Veteran Affairs will send a certificate of eligibility to the student and to the approved school. There are two different types of AL GI Dependent Scholarships. Those who applied after July 31, 2017 are under the new law and must have a completed FAFSA application and a FERPA release form on file.

Application package includes: First Semester Alabama GI Dependent Students

The following information listed below must be submitted at the same time.

- Certificate of Eligibility
- Student Acknowledgement of Responsibility Form
- Request for Certification of Veterans Educational Benefits Form
- Active Registration

Application package includes: Continuing Alabama GI Dependent Students

The following information listed below must be submitted at the same time.

- Request for Certification of Veterans Educational Benefits Form
- Active Registration

# ALABAMA NATIONAL GUARD EDUCATIONAL ASSISTANCE PROGRAM (ANGEAP)

All Alabama National Guard Members are encouraged to apply by filling out the ANGEAP request each semester and submitting it to the VA School Certifying Official in the Office of Student Financial Services. Students must also submit the FAFSA annually. The stipend is not set for any period of time during the semester, and the Office of Student Financial Services cannot provide information regarding the time of payment.

Once the ANGEAP request is submitted, the SCO will forward it to the Alabama National Guard office. When all required channels have approved the request, the Alabama Commission on Higher Education (ACHE) will send the school a check for the approved amount. ANGEAP is a Limited Fund Program, and submission of this application does not ensure that funds will be available when application arrives at ACHE.

To apply, visit the ANGEAP site at <https://ache.edu/StudentAsst.aspx>

Application package includes:

- Completed ANGEAP Application and Active Registration

## TUITION ASSISTANCE (TA)

Military Tuition Assistance is a benefit paid to eligible members of the Army, Navy, Marines, Air Force, and Coast Guard. Congress has given each service the ability to pay up to 100% for the tuition and fees for college courses taken during off duty hours. It is important to understand that the VA does not administer TA. Each branch of the service has its own criteria of eligibility, obligated service, application process and restrictions. This money is paid directly to the institution by the individual services. TA is not a loan; it should be viewed as money you have earned just like your base pay. For additional information assistance contact the Student Financial Services Office at (256) 331-5368 or (256) 331-6332. For more information, review your military service website for details on your eligibility and the process for requesting tuition assistance.

Please find the respective links for your service below:

- Army, Army Reserve, Army National Guard (<https://www.armyignited.com/app/>)
- Air Force, Air Force Reserve, Air National Guard (<https://www.afpc.af.mil/Benefits-and-Entitlements/Military-Tuition-Assistance-Program/>)
- Coast Guard (<http://forcecom.uscg.mil/>)
- Marine Corps (<https://usmc-mccs.org/>)
- Navy (<https://www.navy.com/what-to-expect/education-opportunities>)

Application Process:

1. Speak with your education officer, career counselor, or benefits incentive specialists to ensure you are eligible for Tuition Assistance.
2. Gain approval from your commander to attend classes at Northwest-Shoals Community College prior to enrollment.

3. See your base Education Services Officer (ESO) prior to enrolling for classes at Northwest-Shoals Community College.
4. Follow specific instructions for your military service branch regarding how to request Tuition Assistance for your courses. Take note of the TA application instructions/deadlines specific to your branch and Northwest-Shoals Community College academic calendar to ensure your request is processed in a timely manner.
5. GoArmyEd service members must submit request in the portal. All other branches of service must submit your approved request to the Student Financial Services Office for processing.

### **Important Contacts – VA**

TA – The Point of Contact (POC) for all TA students is Lisa Lilley. The School Certifying Official is Lisa Hall-PC campus and Tanya Hellums-MS campus. You may reach Lisa Lilley at (256) 331-5368 or by email at [lisa.lilley@nwsc.edu](mailto:lisa.lilley@nwsc.edu). Lisa Hall (PC) at (256) 331-6332 or by email at [lisa.hall@nwsc.edu](mailto:lisa.hall@nwsc.edu) and Tanya Hellums (MS) at (256) 331-5367 or by email [tanya.hellums@nwsc.edu](mailto:tanya.hellums@nwsc.edu). They can direct any student needing assistance to the right resource on campus.

Academic Advising/Student Support Services – The POC is Brittany Jones. She can be reached at (256) 331-5319 or by email at [bjones@nwsc.edu](mailto:bjones@nwsc.edu).

VA Education Benefits: The POC for VA Education Benefits is Lisa Lilley. She can be reached at (256) 331-5368 or by email at [lisa.lilley@nwsc.edu](mailto:lisa.lilley@nwsc.edu).

Job Search Support – The POC is Amanda Peters. She can be reached at (256) 331-8121 in the Career Center or by email at [amanda.terry@nwsc.edu](mailto:amanda.terry@nwsc.edu).

Title IV Funding- Student Financial Services Office. The POC for Student Financial Services is Cierra Smith. She can be reached at (256) 331-5369 or by email at [cierra.smith@nwsc.edu](mailto:cierra.smith@nwsc.edu).

The POC for the Office of Disability Services is Sharon Jo McBride. She can be reached at (256) 331-5262 or by email at [mcbride@nwsc.edu](mailto:mcbride@nwsc.edu).

Business Office – The Student Accounts Primary POC is Leah Howard. She can be reached at 256-331-5408 or by email at [leah.howard@nwsc.edu](mailto:leah.howard@nwsc.edu).

# **NW-SCC POLICY ON THE RETURN OF UNEARNED TA FUNDS TO THE GOVERNMENT**

Under, Return of Title IV Funds, the law requires that, when a student withdraws during a payment period or period of enrollment, the amount of Federal Title IV aid program assistance earned up to the point is determined by a specific form. The withdrawal date is the date the student submits a completed withdrawal form to the Admissions Office. When a student unofficially withdraws (stops attending without completing withdrawal process) or there is no recorded last date of attendance, the withdrawal date is the mid-point (50%) of the term. If the student received (or the College received on the student's behalf) less assistance than the amount earned, the student will be able to receive those additional funds. If the student receives more assistance than earned, the excess funds must be returned. The amount of assistance that a student has earned is determined on a pro-rata basis. That is, if a student completed 30 percent (30%) of the payment period or period of enrollment, he or she earns 30 percent (30%) of the assistance the student was originally scheduled to receive. Once the student completes more than 60 percent (60%) of the payment period of enrollment, he or she earns all of the student assistance. The 60% date will be published in each semester schedule. This policy will be applied to unearned TA funds.

## **VA POLICY ON TUITION AND FEE RATE**

The following individuals shall be charged a rate of tuition not to exceed the in-state rate for tuition and fees purposes:

A Veteran using educational assistance under either chapter 30 or chapter 33, of title 38, United States Code, who lives in Alabama while attending a school located in Alabama (regardless of his/her formal State of residence) and enrolls in the school within three years of discharge or release from a period of active duty service of 90 days or more.

Anyone using transferred chapter 33 benefits (38 U.S.C. 3319) who lives in Alabama while attending a school located in Alabama (regardless of his/her formal State of residence) and enrolls in the school within three years of the transferor's discharge or release from a period of active duty service of 90 days or more.

Anyone described above while he or she remains continuously enrolled (other than during regularly scheduled breaks between courses, semesters, or terms) at the same school. The person so described must have enrolled in the school prior to the expiration of the three-year period following discharge or release as described above and must be using educational benefits under either chapter 30 or chapter 33, of title 38, United States Code.

Anyone using benefits under the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. 3311 (b)(9)) who lives in Alabama while attending a school located in Alabama (regardless of his/her formal State of residence).

Anyone using transferred chapter 33 benefits (38 U.S.C. 3319) who lives in Alabama while attending a school located in Alabama (regardless of his/her formal State of residence) and the transferor is a member of the uniformed service who is serving on active duty.

The policy shall be read to be amended as necessary to be compliant with the requirements of 38 U.S.C. 3679 as amended.



## PAYMENT OF TUITION AND FEES

All VA students are responsible for making payment for tuition and fees by the payment due date to avoid being dropped from courses. Chapter 33, Chapter 31 and Alabama G.I. students will only have to pay the balance of what their benefit level does not cover at the time tuition and fee payment is due.

Students utilizing VA education benefits shall not be charged a penalty, including assessment of late fees, denial of access to classes, Libraries, or other institutional facilities, or be required to borrow additional funds because of the individual's inability to meet their financial obligations due to the delayed disbursement of a payment to be provided by the Department of Veterans Affairs.

## VA COMPLAINT POLICY

“Any VA Complaint against the school should be routed through the VA / GI Bill<sup>®</sup> Feedback System by going to the following link: <http://www.benefits.va.gov/GIBILL/Feedback.asp>. The VA will then follow up through the appropriate channels to investigate the complaint and resolve it satisfactorily.”

## CERTIFYING ENROLLMENT

Certification is the process by which the College verifies to the VA a student's dates of attendance, degree program and number of credit hours taken. Admissions to the college must be completed before an enrollment certification can be submitted. The VA will not pay any student without receiving this certification. Please review the requirements for certification based on your benefits. VA students must also notify the School Certifying Official of any changes in their schedule (adding/dropping courses). The VA Certifying Official will process all certifications promptly after the paperwork is submitted. **NOTE:** All courses taken must be in your selected program. VA students will not be certified for, nor paid by the VA, for courses that are not in their program, audited classes, withdrawals or non-required courses.

## CHANGES IN SCHEDULE

All add/drop changes after initial certification must be reported by the student to the Northwest-Shoals Community College Student Financial Services and are forwarded to the VA Regional Office. Withdrawing or adding classes may change the benefits received by the student, and if not reported in a timely manner could lead to an underpayment or overpayment of benefits. Students are encouraged to report these changes in a timely manner to avoid these situations. Chapter 31 students should contact their case manager.

## CHANGING MAJOR

Student must report a change of major to the VA Certifying Official in the College's Student Financial Services at the beginning of the semester in which the change occurs.

# PROGRAM ACCREDITATION

Disclosures relating to conditions imposed by State, Federal, or commercial entities, or other additional requirements related to obtaining credentials in a given field are reflected in the college catalog (/college-publications) for their respective program.