



Grayson County College

OFFICE OF STUDENT SERVICES
VETERANS AFFAIRS
JEAN METCALF
6101 GRAYSON DRIVE
DENISON, TEXAS 75020
(903) 463-8692
metcalfj@grayson.edu

INFORMATION SHEET
(Return with copy of class schedule)

Name _____ SS# _____

Address _____

City _____ State _____ Zip _____

Home Telephone _____ Work/Cell Telephone _____

Email address _____

NOTE: FOR HAZELWOOD ACT EXEMPTION, YOU MUST SEE BRENDA BRITT IN THE FINANCIAL AID OFFICE (903) 463-8783.

- Please indicate your classification by circling one of the following:
 - Chapter 30: entered active duty after June, 1985
 - Chapter 32: VEAP entered active duty after December, 1976 and before July 1, 1985
 - Chapter 35: dependent of a Veteran who is either 100% disabled or deceased due to a service related accident
 - Chapter 1606: Select Reserves
 - Chapter 1607: Select Reserves who were called to active duty after 9/11/01 for at least 90 Days
 - Chapter 31: Disabled Veteran
- What semester will be you attending Grayson County College? (circle one)
 - Fall Spring Summer I Summer II 200__
 - Other (fast tract, minimester, etc.) _____
- What Grayson County College degree plan are you following? Remember that you will only receive benefits for those classes that fit your GCC degree plan.

Signature: _____ Date: _____



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CHAPTER 35
(Veteran's Dependent)

*****IMPORTANT*****

Please read this packet in its entirety before signing. You are personally responsible for ensuring that all forms are filled out completely AND the classes you are enrolled in will be paid for by the Department of Veterans Affairs.

Complete one of the following sets of instructions (either for initial certification or re-certification if benefits have been previously used). If you have questions, call this office at the number above.

PROCEDURE FOR INITIAL CERTIFICATION: (educational benefits have never been used)

1. Complete the 22-5490 online by going to www.va.gov. Click on "Education Benefits" and then "Education Forms". You may apply online or print the 22-5490 from the website and mail to:

VA Regional Office
P.O. Box 888
Muskogee, OK 74402

2. Bring a copy of your Certificate of Eligibility from the DVA to this office along with this packet to have your classes certified. You must also provide a copy of any college transcripts, if applicable.

OR

For assistance in completing this form, you may make an appointment by calling this office for an appointment. Please provide a copy of your marriage license (if spouse of the veteran) or birth certificate (if child of the veteran), any college transcripts and this packet. Stepchildren should bring both birth certificate and marriage license of parent to veteran. Originals are needed and will be copied by this office and returned.

PROCEDURE FOR RE-CERTIFICATION OF: (educational benefits previously used)

1. **IF** you are a returning student who received benefits last semester while at GCC, **then** return the INFORMATION SHEET (first page).
2. **IF** you received benefits while attending another institution, **then** you must go to www.va.gov and complete VA Form 22-5495 to change your place of training and provide a copy to this office (this form may also be completed in this office). You must also submit this packet to this office along with a Certificate of Eligibility from the DVA and copies of transcript from all colleges previously attended.

NOTE: It will take about 6-8 weeks for the VA to process new applications.

REQUEST FOR DEGREE PLAN

You may receive a copy of your Degree Plan from the Office of Veterans Affairs by submitting this form. Credit will be awarded from any previously attended institutions (if applicable). You may then pick up the Degree Plan or have it mailed to your home.

Remember, the Veterans Administration will not pay for any course work previously taken and completed with a grade of "D" or above. They will not pay for course work that is not on your GCC Degree Plan.

NAME _____

ADDRESS _____

HOME PHONE _____

WORK/CELL PHONE _____

SS# _____

I have previously attended GCC.	Yes	No
I have made application at GCC (if applicable).	Yes	No
I have attended other colleges/universities.	Yes	No
If yes, list: _____		

If yes, I have submitted copies to the VA Office	Yes	No
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Education Goal (please check one):
Certificate _____ Associate Degree _____

Major: _____



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GENERAL INFORMATION

- 1) GCC **DOES NOT HAVE** advanced pay and you must be prepared to pay your tuition and fees “up front”. _____
- 2) Individuals receiving educational benefits for the first time will not receive payment for 6-8 weeks from certification. Typically, August checks are received in October and January checks are received in March. _____
- 3) Individuals who are returning from the previous semester will receive payment within 4-6 weeks from certification. Educational benefits are issued after the student has verified their attendance with VARO in Muskogee, OK on the last day of the month by either calling or via the website. Benefit checks are not received until the 10th of the following month. _____
- 4) While attending GCC, you must adhere to a GCC degree plan. Courses taken that are not on the degree plan will not be certified and you will not receive payment for them. You can pick up a copy of your degree plan at the Office of Veteran Affairs or through Campus Connect once your program is established. _____
- 5) You must maintain a cumulative GPA of 2.0 in order to maintain satisfactory progress. Failure to maintain satisfactory progress may result in the suspension of your benefits. _____
- 6) If you have attended another institution, your transcript will be evaluated and credit will be awarded, where applicable. _____
- 7) Any course previously taken and passed with a “D” will not be certified for payment. _____
- 8) Documentation of “need” of a developmental course must be provided in order to receive payment for remedial courses. Entrance tests such as THEA, COMPASS and ASSET are acceptable. _____
- 9) Monies received from the GIBILL are used in calculating eligibility for guaranteed student loans and may, therefore, preclude receipt of a loan or decrease the amount received. This information is reported to the Office of Financial Aid at the beginning of each term. _____
- 10) You must provide a copy of your schedule each time you enroll in a class in order for your benefits to be certified. _____
- 11) You must notify the Office of Veterans Affairs of any change in enrollment. This may be done in person or by email at metcalfj@grayson.edu. This office

will notify the VA of any changes in status caused by an increase or decrease in training time. _____

- 12) You will be financially responsible for any overpayments that may occur as a result of a failure to report a change in enrollment. Overpayments are retroactive to the beginning of the semester. _____
- 13) Copies of transcripts from all previously attended institutions must be on file in this office prior to certifying coursework. _____

I have read and understand all of the above statements.

SIGNATURE _____ **DATE** _____

PRIVACY RELEASE STATEMENT AUTHORIZATION TO RELEASE EDUCATIONAL RECORDS

I, _____, hereby authorize the Grayson County College office of Veteran's Affairs to release the following information to the Veterans Administration.

INFORMATION TO BE RELEASED

NAME, ADDRESS, PHONE NUMBER, V.A. FILE NUMBER, SOCIAL SECURITY NUMBER, ALL MILITARY DISCHARGE DATA, MARITAL AND DEPENDENT STATUS, SERVICE CONNECTED DISABILITY DATA, PREVIOUS EDUCATIONAL TRAINING RECEIVED, PREVIOUS USE OF THE G.I. BILL, MEANS WHEREBY STUDENT WAS RECRUITED INTO THE COLLEGE, EMPLOYMENT STATUS, ENROLLMENT DATA, PROGRAM COMPLETION/GRADUATION DATA, COLLEGE MAJOR, GRADES AND ATTENDANCE PROGRESS.

REASON(S) FOR RELEASE:

To receive G.I. Bill educational assistance and or benefits.

SIGNATURE

DATE