



**MILITARY SERVICE CENTER**

THE UNIVERSITY OF TOLEDO

# **Welcome New Students!**

## **Orientation Briefing**

# Military Service Center Briefing

## What we will accomplish today:

- Overview of the Military Service Center services and support
- Explain how your benefits work
- Complete paperwork for your first semester
- Payment Processing Information
- Responsibilities of the student to receive VA education benefits
- **Questions?**
- **Student survey. This would be replaced by a form per our initial meeting.**

# Locations of Interest

## **Military Service Center (MSC)**

Rocket Hall 1350

Office Hours: M-F, 8:30 am – 5:00 pm

Phone: 419.530.VETS or 419.530.1392

Fax: 419.530.1625

Email: [msc@utoledo.edu](mailto:msc@utoledo.edu)

MSC Website: [www.utoledo.edu/military](http://www.utoledo.edu/military)

## **Student Veteran's Lounge**

Carlson Library, 2<sup>nd</sup> Floor

Note: Need Rocket Card for access

Open during Library building hours



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# Military Service Center

## **The Military Service Center assists the following students:**

- Former and Active Duty Military
- National Guard and Reservists
- Dependents of disabled or deceased veterans
- VA Vocational Rehabilitation students
- Spouses and dependents of veterans

## **Services include:**

- Assisting in applications for GI Bill® education benefits
- Obtaining military transcripts
- New student military orientation
- Certifying students to receive GI Bill®
- Yellow Ribbon Program participant
- Student Veterans' Lounge – Carlson Library, 2<sup>nd</sup> Floor
- Campus and community referrals
- Transition Services – military life vs. civilian life
- Military Payment Plan Options



## **Additional Benefits:**

- Application fee will be waived for undergraduates - cost savings = \$40.
- Veterans will receive “Continuous Priority Registration.”

# Ohio Veteran's Bonus Program

## Eligibility Criteria:

- Veterans must have been Ohio resident at the start of active duty service and when they apply for the bonus.
- Veterans may be eligible for a bonus if they served in the United States armed forces on active duty anywhere in the world for purposes other than training beginning October 7, 2001.
- Veterans must have been separated from the armed forces under honorable conditions, or
  - active duty service member remains in active service, or
  - after active duty service, the Veteran remains in any reserve component of the armed forces, including the Ohio National Guard.
- Website or apply at: <https://veteransbonus.ohio.gov> and run the "Eligibility Tool" to determine if you qualify.

# Ohio Residency

## (In-State Tuition)

### **You are covered for in-state tuition if:**

- You are a Monroe County Resident
- If you are a veteran and establish residency in Ohio on or before the first day of class (Ohio GI Promise)
- Qualified under Veterans Choice Act
  - Dependent of veteran who was discharged within 3 yrs. of enrollment
  - Must provide UT with copy of veteran's discharge form (DD-214)
- Complete the Ohio Residency Application if you have an address other than Ohio or Monroe County, Michigan.
- Check your bill for O/S tuition. This must be taken care of before or at the beginning of the term.

# General Benefit Processing

- Application of GI Bill® benefits takes approximately 4-6 weeks. The VA will send the student a Certification of Eligibility (COE) which should be provided to MSC.
- Students can only be “certified” for one semester at a time.
  - Each student’s class schedule will be reviewed. Only classes that apply to your major can be certified with the VA.
  - The number of hours taken each semester factor into determining benefit amounts.
- Minimum hours needed for full-time benefit consideration in fall & spring:
  - Undergraduates: 12 hours; Graduate students: 9 hours; Law: 10
  - Summer Terms: UG: 4 hours per 6-week term
- All students must fill out a Veteran’s Request Form each semester they want to receive benefits – don’t forget!
- Military transcript request forms are available.

# What Chapter of Benefits Do I Receive?

## CHAPTERS INCLUDE:

- 1606 Montgomery GI Bill® Selected Reserve Educational Assistance Program
- 1607 Montgomery GI Bill® Selected Reserve Educational Assistance Program (active duty for at least 90 days). Only available if student has previously used benefit at another school with no break in between.
- 30 Montgomery GI Bill® Active Duty Educational Assistance (2-3 years active duty)
- 31 Vocational Rehabilitation
- 33 Post 9/11 Veterans Education Assistance Act of 2008 (at least 90 days active duty after September 10, 2001).
- 35 Survivors' and Dependents' Educational Assistance

NOTE: Dependents, or non-veteran students may be using benefits transferred from a parent or spouse. (Under Chapter 33 or 35).



# MSC FORMS TO COMPLETE

MSC forms are available on our website at [www.utoledo.edu/military](http://www.utoledo.edu/military)  
or in our office located in RH 1350.

# MSC FORMS TO COMPLETE

## Veteran's Responsibility Agreement

- Students must notify the MSC when **any changes occur** including (but not limited to) - classes that are added, dropped, withdrawals, change of major, non-attendance, change of address, change of phone number, etc.
- Any change that you make to your schedule after you request benefits from the MSC **must** be reported as it will likely require an adjustment with the VA. The MSC will determine if an adjustment needs to be made.
- Communication is everything! Call or email the MSC with **ANY** changes or questions.

# MSC FORMS TO COMPLETE

## Verification of Attendance Policy

- The VA will only pay benefits when you have attended a class.
- In order to avoid paying money back to the VA you must **drop, withdraw, or complete the course.**
- If you verify your attendance with the VA at the end of the month, but are not attending class, this is considered **FRAUD!** A student may be investigated by the Office of the Inspector General when this occurs.
- If you have mitigating circumstances that prevent you from completing a course, it is your responsibility to notify the Certifying Official (Andrew) **immediately.**
- “Earned F” – If a grade of F is recorded for a course, but you participated throughout the entire semester, no action is required with the VA.
- “Unearned F” – Student does not participate in class, complete assignments, attend class, etc. You may need to reimburse the VA for the classes that you did not attend.

# MSC FORMS TO COMPLETE

## Veterans Request Form

- **All students must complete every semester that you want to receive benefits.** If you do not complete a Veteran's Request Form, we do not know that you want to use your benefits.
- You must be registered for classes and your semester schedule finalized **prior** to submitting the Veteran's Request Form.
- This form is available in RH 1350 or online at [www.utoledo.edu/military](http://www.utoledo.edu/military)
- Completed forms can be delivered to RH 1350, emailed to [msc@utoledo.edu](mailto:msc@utoledo.edu) or faxed to 419.530.1625.

# MSC FORMS TO COMPLETE

## Change of Program or Place of Training Form

### **Students complete this form ONLY if:**

You have used your benefits at another school. If this is the case, the VA insists that you complete this form online.

**OR**

You have changed your program or major. If this is the case, you must complete the form on paper as the VA requires that we keep the original form on file.

<https://www.va.gov/education/change-gi-bill-benefits/>

# Payment Process Information



# Payment Process Information

## for ALL Students

- All students are paid their monthly stipend in the month following class attendance. **STUDENTS WILL BE PAID ONLY WHEN THEY ATTEND CLASS.**
- Example: Spring term begins January 16, 2018. You will receive the benefit for attending class for approximately 2 weeks in January. Payment for in that month will be paid after 2/1/2018.
- The VA will pay for a class that the student has previously taken **ONLY** if it is required for their major or if a higher grade is a requirement of their major.
- Contact the MSC with questions/concerns regarding your bill.

**Check Your Bill Regularly – Ask Questions!**  
**Know what is covered!**

# Payment Process Information

## Fees Not Covered by the VA

- Fees **NOT** covered by the VA:
  - Legal Services Fee (\$20 you may waive this in your MyUT account)
  - Green Fund fee (\$5 you may waive this in your MyUT account)
  - Parking Permit (\$125 This fee is opt-in.)
  - Health Insurance unless required by your major (not Chap. 31, This fee is opt-in.)



# Payment Process Information

## Fees Not Covered by the VA

	<b>DEA</b>	<b>Fry Scholarship</b>
<b>Benefit Payments</b>	Monthly amount paid directly to the student. The current monthly payment for full-time training is \$1,024.00	<p>Tuition &amp; Fee Payment (Paid to School) – Full in-state tuition costs covered for training pursued at public institutions. Up to \$22,805.34 per year at private institutions</p> <p>Books and Supplies Stipend (Paid to Students) – Up to \$1,000 a year for books and supplies. Paid to the student proportionately for each term.</p> <p>Monthly Housing Allowance (Paid to Students) – Stipend based on local HAH for E-5 with dependents and paid monthly. Online students receive half of the BAH national average</p>
<b>Duration of Benefits</b>	Surviving Spouses of those who died in the line of duty may use benefits for up to 20 years from the Servicemember's date of death.	15 years from the Servicemember's date of death (or, in accordance with Section 401 of Public Law 114-315, if the death of death is prior to January 1, 2006, then benefits are extended until January 1, 2021)
<b>Maximum Months of Benefits</b>	45 Months	36 months

# Responsibilities of all students

- ✓ Apply for VA benefit and provide MSC with a copy of your Certificate of Eligibility.
- ✓ Turn in all orientation forms.
- ✓ Veteran's Request Form (**EVERY SEMESTER**).
- ✓ Attend class.
- ✓ Pay for fees not covered by the VA.
- ✓ Check your bill often.
- ✓ Report any changes to the MSC immediately such as changes to your schedule, cell phone, major, etc.

# Almost Done...Questions???

## REMINDERS

- ✓ Be sure to complete all paperwork and **return them to the MSC.**
- ✓ Report any changes to your schedule to the MSC immediately as they occur, even if you swap one class for another.
- ✓ For the next semester, complete your VRF after your schedule is finalized.
- ✓ Attend an SVA event and get involved.
- ✓ Have a great semester!

If you have any questions please contact the MSC

Phone: 419-530-VETS

Phone: 419-530-1392

Email: [msc@utoledo.edu](mailto:msc@utoledo.edu)



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**Thank you for viewing.  
Please complete the  
Web Form & turn in MSC Forms.**