Veterans Education Benefits
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**By Mail**

- Western states
  - VA Regional Office
    - 125 S. Main Street
    - Muskogee, OK 74401
- **For Education Benefits:**
  - VA Regional Processing Office
    - PO Box 8888
    - Muskogee, OK 74402-8888

**Medical and VA Centers:**

- **Kenai VA Medical Clinic**
  - BENCO Building
    - 11355 Frontage Road, Suite 130
    - Kenai, AK 99611
    - Phone: 907-283-2231
    - Fax: 907-283-4236

- **Anchorage VAMC**
  - Phone: (907) 257-4700 or (888) 353-7574
  - Hours of Operation, 8:00 AM - 4:30 PM, Monday- Friday. The clinic provides primary medical care with full-time staff and support from Anchorage for some specialty clinics.
  - Patient referrals can be accomplished by contacting the Clinic directly.

- **Kenai Vet Center Satellite**
  - Bidg. F, Suite 4 Red Diamond,
    - 43335 Kalifornsky Beach Rd.
    - Soldotna, AK 99669
    - Phone: (907) 260-7640
    - Fax: (907) 260-7642

- **Veterans Education & Information**
  - 38280 Kalifornsky Beach Rd, Soldotna
    - Phone: (907) 260-4942
Contact the VA... 

Online

♦ VBA Education Service: 
  http://www.gibill.va.gov

♦ WAVES 
  https://www.gibill.va.gov/wave/default.cfm

♦ Western Regional Office: 
  http://www.vba.va.gov/ro/muskogee/index.htm

♦ Veterans 
  http://vabenefits.vba.va.gov/vonapp

By Telephone

♦ Nationwide Benefits Information 1-800-827-1000
♦ Education Benefits Information 1-888-442-4551
♦ National Direct Deposit/EFT Information 
  1-877-838-2778
♦ Telecommunications Device for the Deaf (TDD) 
  1-800-829-4833
♦ Life Insurance 1-800-669-8477
♦ CHAMPVA Information 1-800-733-8387
♦ Gulf War Hotline 1-800-PGW-VETS
♦ Headstones and Markers 1-800-697-6947

KPC Campus Locations & Contact Information:

KPC VA Certifying Official 
Kenai River Campus (KRC) 
156 College Road 
Soldotna, AK 99669 
(907) 262-0331

KPC Financial Aid Office 
Kenai River Campus (KRC) 
156 College Road 
Soldotna, AK 99669 
(907) 262-0332

Kenai River Campus (KRC) 
156 College Road 
Soldotna, AK 99669 
(907) 262-0300

Kachemak Bay Campus (KBC) 
533 E. Pioneer Ave 
Homer, AK 99603 
(907) 235-7743

Resurrection Bay Extension Site (RBES) 
P.O. Box 1049 
Seward, AK 99664 
(907) 224-2285

Anchorage Extension Site (AES) 
3211 Providence Dr., UC118 
Anchorage, AK 99508 
(907) 786-6421

Toll Free KPC Contact Number 
(877) 262-0300
Approved Programs and Certificates

Each campus of KPC provides training to veterans, their eligible dependents, and active service personnel using Veterans Education Benefits. Currently, all KPC programs have been approved by the State Approving Agency and the Department of Veterans Affairs. Qualified persons who plan to use their Veteran’s Benefits should contact the KPC VA Certifying Official prior to registering for courses. A copy of our current OIAF Report - VA Form 22-1998 is available for review by contacting the KRC Financial Aid Office.

**Associate (2 year Course of Study) Degree’s:**

- Associate of Arts
- Associate of Applied Science
  - Business (General)
  - Computer Electronics
  - Computer Information and Office Systems
  - Digital Arts
  - Industrial Process Instrumentation
  - Occupational Safety and Health
  - Paramedical Technology
  - Process Technology

**Certificate Programs**

- Business Management (Small Business)
- Computer Information and Office Systems
- Instrumentation Technology
- Mechanical Technology

Frequently Asked Questions: Cont...

**Can I take remedial or deficiency courses and still get paid for it?**

Most VA educational benefit programs allow students to take refresher or preparatory courses. These courses can only be certified if a need for the course is proven by the ACCUPLACER test or if the course is required as a prerequisite for another course in your major. **Contact the Learning Center at 262-0327 to schedule a time to take the ACCUPLACER test.**

**How can I determine what classes to take?**

The Kenai Peninsula College Catalog outlines all programs available at KPC, and what courses are required for graduation in each. If the school allows substitutions for program requirements, VA will allow substitutions, if they are approved by the college and documented in the student’s file. You will be certified only for those courses required for your degree. For example, if you are enrolled in the AAS Instrumentation program and register for “Beginning Drawing,” this course will not normally be reported to VA, as it is not required for graduation from your program. There are exceptions to this policy, so it is recommended that you discuss your options with the VA Certifying Official.
Frequently Asked Questions:

Must I maintain a certain GPA in order to keep my VA Educational Benefits?

All students utilizing VA educational benefits must maintain certain standards of progress as detailed in The Kenai Peninsula College Catalog. VA regulations allow students to attend school under a probationary status for two consecutive terms while they continue to receive educational benefits. However, benefits will be terminated following the second consecutive term of attendance under probationary status if the student's cumulative grade point average does not meet the university's published standards of progress.

Students using VA educational benefits must meet with the Financial Aid Office after reinstatement of a dismissal from unsatisfactory progress.

Can I take distance education courses and receive payment for it?

Yes. Guidelines for distance courses can be found in the Kenai Peninsula College Catalog. The independent study class must be required for the degree.

University of Alaska Degrees Offered at KPC

KPC offers courses that lead to completion or near completion of several degrees offered by other campuses of the University of Alaska. As a college of UAA, KPC is able to support these program offerings based on student interest and adequate enrollment. It is very important to consult with an advisor to plan your program. A brief description of these degrees and advisor contact information can be found in the Kenai Peninsula College 2006-2008 Catalog.

Course Eligibility

Only credits that apply towards the completion of a student's program can be certified for VA purposes. If 12 credits are certified, all 12 must apply directly to the degree program (courses must be listed on degree planning sheet). Failure to meet course eligibility could result in Overpayment of Benefits.

There are three (3) exceptions to the general rule regarding course applicability:

1) The last semester before graduation, all credits taken can be certified if one (1) or more of the credits satisfies a graduation requirement.

2) If the school allows substitutions for program requirements, VA will allow substitutions, if they are approved by the college and documented in the student's file.

3) Preparatory Courses (e.g. PRPE 084 or MATH 055).
   - Must be documented with ACCUPLACER score.
Application Process For Veterans Affairs Education Benefits

To Apply On Paper:
1. Request VA Form #:

<table>
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<th>Chapters</th>
<th>First-Time Applicants</th>
<th>Change of Major/Place</th>
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</thead>
<tbody>
<tr>
<td>30, 32, 33, 1608</td>
<td>22-1990</td>
<td>22-1995</td>
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<tr>
<td>35</td>
<td>22-5490</td>
<td>22-5495</td>
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2. Provide a copy of Veteran's discharge papers:
   - **DD 214** or **DD 2384**

3. Mail completed VA Form and discharge papers to:
   Department of Veterans Affairs
   Western Regional Office
   PO Box 8888
   Muskogee, OK 74402-8888
   1-888-GI-BILL-1

4. A Certificate of Eligibility letter will be mailed directly to the student once VA has determined the student’s eligibility.

Submit to the Financial Aid Office (FAO):
   - **Certificate of Eligibility** letter from VA which will indicate program eligibility
   - Copy of Veteran’s **DD 214** or **DD 2384**

Ch 30 - Direct Deposit

Available to all Chapter 30 students

Direct deposit cuts 4 to 7 days out of check delivery process, and is the safest way to receive your VA education payments. Acceptable institutions are banks, savings and loans, credit unions and mutual savings banks.

Required Claimant's Information:
   - Routing number of financial institution
   - Account number at that financial institution
   - Whether account is checking or savings

To apply, complete:
   **Standard Form 1199A**
   or
   **VA Form 24-1296 or 10051**
   **1-877-838-2778**

These forms are available through the VA Regional office in Anchorage. You may also provide the direct deposit data by attaching the information on **VA Form 22-1999**, Enrollment Certification, or any other VA Form.

   - Due to security concerns, DO NOT send direct deposit information via e-mail.
Useful Information: Cont.

Change of Program or Place of Training

Complete Form 22-1995 or 22-5495, Request for Change of Program or Place of Training, and inform KPC’s Financial Aid Office to submit an Enrollment Certification identifying the new program and reporting credit allowed. Only credits that apply toward the new program should be reported as credit allowed. Changing schools can affect break pay.

Audited Classes

Because no credit toward attainment of an educational objective can be earned for such a course, it cannot be a part of the student’s approved program.

VA Vocational Rehabilitation Program
(Under Chapter 31)

To apply, contact:

VA Outpatient Clinic & Regional Office
2925 DeBarr Rd
Anchorage, AK 99508-2989
1-888-353-7574 ext. 4772
Phone: (907) 257-4770 or 257-4761
Fax: (907) 257-6780
E-Mail: anchorage.query@vba.va.gov

Submit authorization forms received from VA to KPC Financial Aid Office for certification and billing of tuition, fees, books, and supplies to VA.

Application Process For Veterans Affairs Education Benefits: Cont.

To Apply Online:

Many Veterans Affairs forms can now be completed on the internet. This allows for quicker review of the applications. Use the VONAPP site to fill out the Disabled Veterans Application for Vocational Rehabilitation, VA Form 28-1900 or the Post 9/11 GI Bill—Chapter 33, VA Form 22-1990.

Here is the web address:
http://vabenefits.vba.va.gov/vonapp

Once your application has been processed, you will receive an email stating which office will receive your application.

Sometimes additional verification forms may be needed to complete your application. Fill out all required forms to speed up the process and to prevent delays.

The Student Must Also...

- Apply for Admission* to a degree or certificate program. KPC’s VA Certifying Official has the authorization to certify KPC programs only. UAA programs must be certified through UAA’s Financial Aid Office.

For Admission, complete the following:

⇒ Application for Admission
⇒ Fee Payment of $40
Application Process For Veterans Affairs Education Benefits: Cont.

- Official Transcripts (from any attended colleges/universities, and high school or GED)
- ACCUPLACER Placement test - available at the Learning Center (262-0327)

- Complete a Request for Certification of Veterans Benefits form each semester (available at the FAO).
- Consult a Counselor or Program Advisor.
- The FAO will take your completed certification and transmit the data to the VA Regional Processor.
- The first months' stipend will arrive in approx. 30-60 days.

Verify Eligibility Online:
The Web Automated Verification of Enrollment (WAVE) provides veterans receiving the MGIB-Active Duty (Chapter 30) the ability to submit their “Monthly Verification of Enrollment” form (VA Form 22-8979) online. The system also provides them with some basic benefit information.

https://www.gibill.va.gov/wave/default.cfm

* Notice that the http has a “s” behind it—indicating that this webpage is secure.

To submit your monthly enrollment certification via the Web Automated Verification of Enrollment (WAVE), visit

https://www.gibill.va.gov/wave/default.cfm

*VA students must elect an approved program of education. Only courses specifically required for program completion can be certified. A degree plan is the most effective method of monitoring a student's progress towards completions of his/her [certified] objective. For VA students, a method must be in place which will allow the certifying official to determine if the courses being certified on VA Form 22-1999 do apply toward the [certified] objective. - VA Regulations.

Useful Information...
Overpayment of Benefits

Repayment of benefits may be necessary under the following conditions:

- Drop/withdrawal below required credit load
- Receipt of benefits for courses not applicable to current program
- Receipt of grade for which no credit is earned, such as “F”, “I”, “NP”

Mitigating circumstances
These are circumstances beyond the student’s control that prevent the student from continuing in school. Some examples: prolonged illness or injury, death in the immediate family, or an unavoidable change in employment.

Actions for Overpayments

- Add interest charges and collection fees
- Withhold future benefits to be applied to debt
- Debt turned over for collection
- Federal law suit for collection of debt
- Withhold approval of VA home loan guarantee
- Garnish federal income tax refund