

Northwest Florida State College-Veteran Affairs Office


Applications Procedures

100 College Blvd. Student Services Center

Phone: (850) 729-5375; Fax: (850) 729-4912; va@nwfsc.edu

Step 1: Apply for VA Benefits - VONAPP or eBenefits

- New Student Veterans** applying for VA educational benefits: <http://vabenefits.vba.va.gov/vonapp/main.asp>

Chapter 33 (Post 9/11) Chapter 30 (Montgomery) Chapter 1606/1607 (Reserves)	Complete & Submit 22-1990	Print Confirmation Page: Go back to main page you will see the "Completed Forms" section and the form will be there. Click on the PDF Symbol next to the form to print the confirmation page. 
Chapter 33 (Post 9/11) For Dependents Transfer of Entitlement	Complete & Submit 22-1990e	
Chapter 35 (Dependents)Veteran Sponsor 100% Disabled Chapter 33 (Fry Scholarship)-Sponsor died in line of duty	Complete & Submit 22-5490	

- Transfer Students** those who have used VA educational benefits at a prior institution:

<http://vabenefits.vba.va.gov/vonapp/main.asp>

Chapter 33, 30, 1606, and 1607	Complete & Submit 22-1995	Print Confirmation Page:
Chapter 35	Complete & Submit 22-5495	See table above for instructions

- Guest Students – All Chapters:**

Submit Parent letter for Non-Florida College

Submit Parent letter for In-State Florida College or Florida Virtual Campus: <https://www.floridashines.org/>

Step 2: Complete Admissions Process-See Admissions & Financial Aid for complete instructions.

- Apply to NWFSC: <http://www.nwfsc.edu/Students/Enrollment/Admissions/index.cfm>
- Transcripts: Request transcripts from the military and all previous institutions of higher education.
*Per VA regulations, all transcripts must be evaluated by the 2nd semester of attendance.
- Apply for FAFSA: (Free Application for Federal Student Aid) <https://fafsa.ed.gov/> School Code: 001510

Step 3: Establish new record at Niceville VA Office

Bring the Following Documentation:

Ch 33 Post 9/11 Ch 30 Montgomery Ch 1606 Reserve Ch 1607 REAP	Ch 33 Dependent Transfer of Entitlement	Ch 35 Dependent Ch 33 Fry Scholarship
VONAPP 22-1990 Confirmation Certificate of Eligibility	VONAPP 22-1990E Confirmation or Certificate of Eligibility	VONAPP 22-5490 Confirmation or Certificate of Eligibility
VA Student Briefing	VA Student Briefing	VA Student Briefing
DD-214 M4	Transfer of Entitlement Letter	

Northwest Florida State College- Veteran Affairs Office

VA Student Briefing

100 College Blvd. Student Services Center
Phone: (850) 729-5375; Fax: (850) 729-4912; va@nwfsc.edu

Last Name First Name MI Student ID#

Address Student Social Security #

City/State/Zip NWFSC e-mail address

Home/Cell Phone Work Phone Name of Program (as listed in College Catalog)

Applied for Educational Benefits VONAPP? YES NO
Have you previously used VA benefits? YES NO
Chapter: _____

Are you on Active Duty? YES NO
Branch of Service upon separation:

Transient Student? YES NO
Transient Form on file at NWFSC ? YES NO

Parent School: _____
Transient students must provide a Parent School Letter or register through Florida Virtual Campus:
<https://www.floridashines.org/>

Educational Benefit: MGIB (Ch. 30) Post 9/11 (Ch. 33) VA Voc Rehab (Ch. 31) Reservist (Ch. 1606)

REAP (Ch. 1607) Fry Scholarship (Ch 33) Dependent (Ch. 35) Dependents DVA File # _____

Please Read and Initial each item

- ___1. I understand that I am responsible for information in the [NWFSC catalog](#) and the [NWFSC Student Veteran Handbook](#). Contact Department of Veterans Affairs (DVA) at www.gibill.va.gov or by calling 1-888-442-4551 for more information. Chapter 31 students should contact their Vocational Rehabilitation counselor.
- ___2. Every semester:
- 1) I must register for classes, notifying the college I plan to attend.
 - 2) I am required to initiate VA certification by submitting a [VA Enrollment Certification Request](#).
- I must notify the NWFSC VA Office of any changes to my schedule.
 - ◆ Submit changes on the DROP/ADD blocks of the VA Enrollment Certification Request.
 - ◆ My status will never be increased without my request; however it will be decreased when I drop courses.
 - Students using Chapter 33 Post 9/11 GI BILL: I must present my [Certificate of Eligibility](#)/Award Letter to the cashier at any campus after registering each semester to secure my classes.
Failure to do so will result in your classes being DROPPED for nonpayment.
- ___3. I will contact my academic advisor during my first term to complete an official Program of Study (POS) and return an approved copy to the NWFSC VAO no later than the end of my first semester.
- During my first term I understand that VA will not pay for duplicate courses.
 - All required transcripts must be received and evaluated before an Advisor will write a Program of Study.
 - Failure to return a POS will prohibit certification of classes for future semesters.
- ___4. I can be paid only for courses listed on my approved POS. Any course substitutions or changes in my program must be authorized by the Registrar by submitting a course substitution form through an advisor.

___5. College Prep remedial/deficiency courses cannot be any form of distance learning. These are in resident (100% in classroom) only; VA will not pay for hybrid or online preparatory classes.

___6. I understand I may be eligible for a VA tuition deferment of up to 60 days only once per academic year. I understand am responsible for all tuition and fees unless I officially withdrew within the established deadline for receipt of a refund. I understand my college registration and VA certification for benefits will be canceled if the deferment is not paid when due.

___7. I understand that after I have submitted all required documents, my paperwork may take up to 30 days processing time in the NWFSC VAO and as many as 60 days with the Department of Veterans Affairs in Muskogee, OK.

___8. I understand that the NWFSC VAO communicates with me via my student e-mail address. When the Certification is submitted, students will receive a confirmation message from "VA ONCE" to college e-mail.

___9. I understand that to be paid, all Chapter 30, 1606/1607 veterans must do a monthly verification with the DVA on W.A.V.E. at <https://www.gibill.va.gov/wave/> or by phone at (877) 823-2378.

___10. I understand training time (Rate of Pursuit for Chapter 33 students) is determined by the DVA based on enrollment and term length (first day of the session to last day of final exams).

- VA will only pay BAH if the student's rate of pursuit is 51% or greater.
- 100% online will only receive half the national average for BAH
- Must have 1 "in-resident" class to qualify for the full BAH rate.
- Hybrid classes are classified as online course-whether fully online or not.

Example: If 12 credit hours is full time for that semester	
12 Credit hours	100% BAH
11 Credit hours	90% BAH
10 Credit hours	80% BAH
9 Credit Hours	80% BAH
8 Credit Hours	70% BAH
7 Credit Hours	60% BAH
6 Credit Hours or less	\$0 BAH

(Print Name)

(Signature)

(Date)

Visit VetSuccess on Campus (VSOC) - Available to all veterans, active duty service members, and dependents attending NWFSC.

VetSuccess Counselor: Randy Lanier

Student Services Center (SSC 251)

Phone: (850) 678-5111, ext. 6752

E-Mail: randall.lanier@va.gov

VetSuccess on Campus (VSOC) is a program through the Veterans Benefits Administration that places an experienced Vocational Rehabilitation Counselor directly on campus to assist & support Veteran students and their eligible family members. This counselor will serve as a "one-stop liaison" for Veterans on campus.

Important Links	
Department of Veteran Affairs	http://www.benefits.va.gov/gibill/
Student Veteran Handbook	http://www.nwfsc.edu/documents/pdfs/FinancialAid/2014/VA_student_handbook_2014.pdf
NWFSC VA Page	http://www.nwfsc.edu/Students/PayingforCollege/FinancialAid/veterans.cfm
eBenefits	https://www.ebenefits.va.gov/ebenefits/homepage