



POLICY TITLE	Veterans' Services	Policy Number	545
Section	Student Affairs	Approval Date	June 14, 1993
Subsection	Student Rights	Effective Date	June 14, 1993
Responsible Office	Office of Vice President of Student Affairs		

1.0 PURPOSE

2.0 REFERENCES

3.0 DEFINITIONS

4.0 POLICY

4.1 Veterans may obtain assistance at the Veterans Office.

4.2 Credit Hours Required for Veterans Benefits

4.2.1 VA educational benefits shall be as follows:

Credit hours:

Full-time	12 or more credits
3/4 time	9 to 11 credits
1/2 time	6 to 8 credits
Less than 1/2 time	5 or fewer credits

4.2.2 Block courses are measured by a different standard. The Veterans Office calculates standard class sessions to determine training time status for veteran students.

4.3 Guideline for Enrollment and Progress



4.3.1 According to VA Standards of Progress, educational benefits shall be paid only for courses required for graduation in the student's declared educational objective. Each eligible person must maintain a 2.0 cumulative GPA or higher and to actively and consistently pursue his or her declared educational objective. In order to receive VA education benefits, students are required to attend class.

4.3.2 Veterans and dependents receiving the grade of UW (Unofficial Withdrawal), or W (Withdrawal), shall be required to reimburse the VA for any difference in pay, retroactive to the beginning of the semester, unless they can report mitigating circumstances to the VA Regional Office. Benefits shall not be paid for a course that is audited (AU).

4.4 New Students

4.4.1 New Students applying for VA Educational Benefits may be requested to submit to the Veterans Office either original or certified copies of the following pertinent documents: DD-214, Certificate DD-2384 (Notice of Basic Eligibility), and VA claim (C) number. This information is needed as soon as possible to ensure timely and accurate processing of benefits.

4.4.2 Official transcripts from all previously attended colleges or universities shall also be needed to evaluate credit towards the student's major at UVU. The VA shall not pay a student to repeat a class for which he or she has previously received a passing grade. All official transcripts are to be surrendered to Admissions. The student shall then request a copy of the transcript to hand carry to the Veterans Office. This copy must state, "Copy from student's cumulative file."

4.5 Returning Students

4.5.1 All returning veteran students must come to the Veterans Office promptly after registering for the semester.

5.0 PROCEDURES

POLICY HISTORY		
Date of Last Action	Action Taken	Authorizing Entity