

VERIFY ATTENDANCE

You need to verify your attendance every month before payment is issued if you are attending an Institution of Higher Learning (IHL) or Non-College Degree (NCD) program and are receiving one of the following:

- ◆ Montgomery GI Bill - Active Duty
- ◆ Montgomery GI Bill - Selected Reserve
- ◆ Reserve Educational Assistance Program
- ◆ Veterans Retraining Assistance Program

You can call 1-877 VA-ECERT
(1-877-823-2378) to verify attendance.

Department of Education Assistance (Ch. 35) -
Call **888-422-4551** to certify your attendance at
the end of the month.

NOTE: If you are receiving the POST-9/11 GI
bill, you do not need to verify your attendance.

eBENEFITS

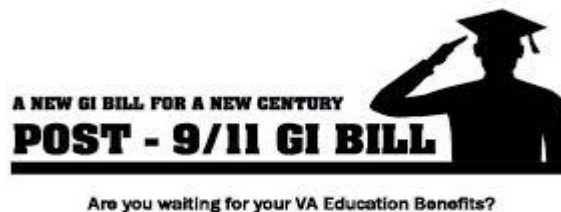
Students that are transferring from another
school or that are transferring to another
program must complete a “Request for Change
of Program or Place of Training”. This can be
done online at www.ebenefits.va.gov. This
website is a great resource for veterans, service
members, and/or family members.

1. Apply for Veterans’ benefits online
2. Access VA payment history
3. Check claim status
4. VetSuccess employment search
5. Manage access to my health records

Mission Statement:

To provide the highest quality academic
and technical education for current and
emerging careers in a competitive
workforce.

**TRAINING TODAY
FOR
TOMORROW’S WORKFORCE**



WITHLACOOCHEE TECHNICAL COLLEGE

1201 West Main Street
Inverness, Florida 34450-4696
(352) 726-2430 ext: 4332
www.wtcollege.org

Veteran Student Information



EDUCATIONAL BENEFITS

NEW VETERAN STUDENT INFORMATION

Welcome to Withlacoochee Technical College. We would like to THANK YOU for your military service and the sacrifices that you have made for our freedom.

TIPS on how to further your education courtesy of the National Association of Veterans' Program Administration (NAVPA):

START BY APPLYING

- ◆ Complete a **WTC application**: You will need a valid photo ID and Social Security number. A \$30 application fee must be paid to the Business Office (checks are not accepted).
- ◆ You will need current **TABE** scores: For more information regarding testing requirements and testing hours, please contact Student Services.
- ◆ Schedule an appointment to meet with a Student Services Career Advisor.
- ◆ Apply for **Financial Aid**: Complete a Free Application for Federal Student Aid (FAFSA) by going to <http://www.fafsa.gov>. School code: 016258. *Please note: WTC does not participate in student loans.
- ◆ Get your **GI Bill benefits**. There are a wide variety of education benefits offered by the VA: Post-9/11 GI Bill (including Transfer of Benefits), Montgomery GI Bill and Dependent Education Assistance (DEA), to name a few. Whether you are a reservist, in the National Guard, or on active duty, you should check the VA website. It offers a wealth of information as well as the application for benefits at the GI Bill website: www.gibill.va.gov

ONCE YOU HAVE ENROLLED

Once you have applied for VA benefits and have been accepted, you will receive a **Certificate of Eligibility**. Below is a list of steps needed in order to receive your benefits at WTC:

1. Submit "Certificate of Eligibility" to the Financial Aid Office.
2. Complete "New VA Student" form.
3. Sign the Veterans Attendance and Academic Policy.
4. Submit Military Transcripts (not DD-214).
5. **Official** Transcripts from any Post Secondary school that have attended.

VISIT THE FOLLOWING WEBSITE TO REQUEST OFFICIAL JOINT SERVICES TRANSCRIPTS

- ◆ <https://jst.doded.mil/official.html>

NOTE: ONLY tuition can be deferred using VA Educational Benefits, VA students are required to pay all additional fees prior to any deadline in order to attend WTC. VA students are required to pay their tuition upon receipt of their 1st payment from VA. If tuition is not paid, the student will be withdrawn from school.

For additional information, please call...

GI Bill benefits:

1 (888) 442-4551

ATTENDANCE & ACADEMIC POLICY

All Veterans receiving educational benefits while attending WTC are subject to the general policies and procedures of the school and the specific requirements of the Veterans Administration. These specific regulations are as follows:

1. Student must be under the direct supervision of the Instructor at all times and be enrolled as a Full Time Student. Student's conduct must be in accordance with the school conduct code.
2. Student must maintain Satisfactory Academic Progress (SAP) as defined in the WTC Student Handbook. A student will fail to meet satisfactory progress if they receive a grade lower than a "C" for two consecutive months. This will result in the student being terminated from veteran's benefits. The student will be recertified for educational benefits after maintaining satisfactory progress for two full months.
3. Veteran students are required to attend all classes. Veterans must complete at least 80% of the scheduled program hours each month. If a Veteran does not maintain 80% each month, they will be terminated from receiving VA benefits. Benefits will be reinstated upon maintaining 80% attendance for the following month, if at the end of the following month, the veteran is in compliance, benefits will be re-instated.