

# Military-Connected Benefits

Students who are members, are former members, or are a dependent of a member/former member of the U.S. Armed Forces may qualify for one (1) or more of the Veterans Affairs (VA) educational benefits. If a student is eligible for more than one VA education benefit, the student must elect which benefit to receive. Students may wish to use the [U.S. Department of Education's GI Bill Comparison Tool](#) to assist with making their decision.

Official copies of ALL academic transcripts reflecting previously earned college credit and military coursework must be submitted to the Office of the Registrar for review and verification. Where applicable, based on the decision of the academic program, credit will be granted for previous coursework. The Department of Veterans Affairs (DVA) will not pay for a matching course previously taken.

## First-time Use of Veteran Benefits

To initiate Veteran educational benefits, students must turn in the proper paperwork to the Office of Financial Aid (OFA) to initiate a review of their benefit eligibility and subsequent enrollment certification. The Veterans Affairs (VA) Certifying Official at Noorda-COM campus must have copies of each of the required forms prior to submitting the request for benefits from the VA. The OFA will not certify VA Benefits until all required documents are received.

It is recommended that applications be submitted to the VA Certifying Official at least two (2) months prior to the start of the proposed term of enrollment. Doing this ensures that the student's application is processed in a timely manner and can be approved for benefits when the term starts.

## Required Documents

- Letter of Eligibility from the Department of Veterans Affairs,
- A copy of the DD-214,
- Noorda-COM Request for Veterans Educational Benefits Review form.

## Semester Certification

Prior to each semester, eligible students must submit the Noorda-COM *Request for Certification of Educational Benefits form* to the Office of Financial Aid for certification of enrollment.

## Title 38 USC 3679 (e)

Noorda-COM does not penalize students using VA education benefit programs while waiting for payment of tuition and fees from the Department of Veterans Affairs, providing they submit a certificate of eligibility, a written request to use such entitlement, and any additional information needed to certify enrollment. Students will continue to have access to classes, libraries, and other institutional facilities as outlined in our Catalog.

Students will be responsible for any difference between the amount of the student's financial obligation (e.g., tuition and fees) and the amount of their VA education benefit disbursement.

## Refund Policy for student receiving Veterans Education Benefits through Noorda

The refund policy for students who receive VA Benefits must meet the requirements of the VA regulations outline in 38CFR21.4255.

## Tuition and Fees

The amount of the refund will be calculated by determining the amount of tuition and fees that should be charged for the time that the student attended classes. This will be prorated by comparing the number of days attended against the number of days that are in the semester/term. The exact proration will be determined on the ratio of the number of instructional days in the course.

Example: If a student attended 60 days of a term that has 120 instructional days, the tuition and fees would be prorated to 50%.

## Books, Supplies, and Equipment

Where the Veteran or eligible person purchases their books, supplies, and equipment from a bookstore or other source, and the cost of such items is separate and independent from the charge made by the school for tuition and fees, they may retain or dispose of such items at their own discretion. Where the school furnishes the books, supplies, and equipment, with the cost thereof included in the total charge payable to the school for the course(s), a refund will be

made in full for the charge for the unissued books, supplies, and equipment. Unused books and supplies for courses that have not begun for which the Veteran paid the institution directly must be returned to receive a refund.

If the Veteran, spouse, surviving spouse or child that is receiving VA Benefits withdraws and is owed a refund, the refund will be paid out within 40 days after the student has withdrawn. The pro-rated refund calculation will be completed and the determination of whether there are unused books and supplies (as described above) to be returned will be made. The refund will either be returned to the student or the original source of funding or a combination of the two. For example, if a portion of the refund is a result of the student receiving loan funds, a portion or all the refund will be returned to the student's lender to reduce their loan debt.

*The information contained herein, and the supporting approval material is true and correct in content and policy as required by 38 CFR 21.4253 (accredited) or 21.4254 (non-accredited). We understand that documents or statements found to be false, fictitious, fraudulent, misleading, or misrepresenting the institution, its programs will result in the immediate suspension, withdrawal, or denial of approval.*