

# VETERAN STUDENT SERVICES

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<https://admissions.ouhsc.edu/Current-Students/Veterans> (<https://admissions.ouhsc.edu/Current-Students/Veterans/>)

Students eligible to receive educational benefits from the U.S. Department of Veterans Affairs should contact a Veterans Advisor in OU Health Sciences Recruitment and Admissions at 405-271-2359 for advisement on the procedures for beginning or continuing to receive educational benefits. Detailed information may also be found in the Veterans section of OU Health Sciences Recruitment and Admissions website (<https://admissions.ouhsc.edu/Current-Students/Veterans/>).

Students receiving benefits must follow current procedures to report their enrollment to a Veterans Advisor each semester in order to be re-certified for continual benefits. Students receiving benefits are also required to report any changes to their enrollment to a Veterans Advisor immediately. Failure to report changes in enrollment may result in an under or overpayment of benefits.

Students who have received an overpayment of benefits will subsequently be required to reimburse the amount of the overpayment to the U.S. Department of Veterans Affairs and/or to the University.

## Veteran Student Services

### G.I. Bill® Student Responsibilities

Additional information can be found in the U.S Department of Veterans Affairs, School Certifying Official Handbook ([https://www.knowva.ebenefits.va.gov/system/templates/selfservice/va\\_ssnew/help/customer/locale/en-US/portal/55440000001018/content/554400000149088/School-Certifying-Official-Handbook-On-line/](https://www.knowva.ebenefits.va.gov/system/templates/selfservice/va_ssnew/help/customer/locale/en-US/portal/55440000001018/content/554400000149088/School-Certifying-Official-Handbook-On-line/))

G.I. Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at <https://www.benefits.va.gov/gibill> (<https://benefits.va.gov/gibill/>).

### Applications for Benefits

All VA students must file an application when they first start school before they can receive benefits. Students who have never received VA benefits must file an original application. There are multiple applications from which to choose.

Initial application to VA for Education benefits:

- Veterans or Service members applying for chapters 30, 33, and 1606 use VA Form 22-1990 (<https://www.va.gov/find-forms/about-form-22-1990/>)
- Dependents applying for chapter 35 or chapter 33 (Fry Scholarship) use VA Form 22-5490 (<https://www.va.gov/find-forms/about-form-22-5490/>)
- Dependents requesting Transferred Post-9/11 G.I. Bill (chapter 33) use VA-Form 22-1990e (<https://www.va.gov/find-forms/about-form-22-1990e/>)

VA students can submit applications online (<https://www.va.gov/education/how-to-apply/>). If students don't have access to apply online they can call 888-442-4551 and ask that an application be mailed to them.

### Change of Address and Direct Deposit

Address and direct deposit information must be kept current. Chapters 30 and 1606 students can use the W.A.V.E. (<https://www.gibill.va.gov/wave/>) system to update address and financial institution information. Links are on the "Main Menu" available after they log onto W.A.V.E.

In order for a student to either start or change direct deposit information, the student should have their account information handy. The following information is needed to set up direct deposit and can be found on checks and bank statements:

- Account number
- 9-digit bank routing number
- Type of account (checking or savings)

If a student has chosen direct deposit, the student still needs to keep their address current because all other correspondence, including award letters, are mailed to the student's address. Students who cannot add their account information through W.A.V.E. should contact 877-838-2778 to begin and change direct deposit.

### MY VA

Students are strongly encouraged to register and utilize My VA (<https://www.va.gov/my-va/>) to assist them in the following:

- Obtaining up-to-date information on their educational entitlement
- Updating their Direct Deposit and personal contact information
- Downloading VA letters and personal documents
- Viewing the current status of their payments (both education and disability)

Students can register for either a Basic or Premium account, but must be enrolled in the Defense Enrollment Eligibility Reporting System (DEERS) (<https://www.tricare.mil/DEERS/>) to obtain either account type.

### Payment of Education Benefits

Students must submit an advisor approved VA Confirmation of Enrollment form each semester they wish to receive benefits. Any supporting documentation – course substitutions/deviations, change of major, etc. – must be received by OU Health Sciences Recruitment and Admissions before an enrollment certification can be completed for the student. The VA will not issue benefits until the enrollment has been certified to the VA by OU Health Sciences Recruitment and Admissions.

### Enrollment, Drops, Adds, or Withdrawals from the University

After the enrollment information has been submitted to the VA, any changes (add/drops/withdrawals) to a student's enrollment must be reported to the VA. These changes could result in a change of benefit amount received which may result in overpayment debts incurred by the student. It is the student's responsibility to notify OU Health Sciences Recruitment and Admissions of any changes to his/her enrollment. Should an overpayment occur, the student is responsible for repayment to the University.

### Non-Standard Academic Terms

VA pays education benefits for the actual enrollment dates of the term.

- The VA pays for the number of degree applicable credit or clock hours taken within a defined period of enrollment

- Intersession and non-standard terms will be certified in accordance with the actual published dates for those courses
- Please contact a Veterans Advisor regarding full-time status reporting as full-time status is determined based on the actual dates of enrollment for non-standard terms and not the cumulative hours for the term

### Unsatisfactory Progress

VA regulations state that satisfactory attendance, conduct, and progress must be maintained. If you do not maintain the academic standards set by the University, OU Health Sciences Recruitment and Admissions is required by law to notify the VA of your status.

### Repeat Courses

The VA will not pay to repeat any courses that are successfully completed – regardless of when the course was completed or who paid for the course. Letter grades of A, B, C, and D are considered successful for VA purposes; however, some courses and/or programs require a higher minimum grade.

### Chapter 33 Student Verification of Enrollment

Chapter 33 students must verify their enrollment status each month for enrollment periods which began on or after August 1, 2021 to continue to receive their monthly housing allowance (MHA) and/or kicker payments. If a beneficiary fails to verify for two (2) consecutive months, VA will withhold any additional MHA payments until verified by the student. The requirement for the student to verify their enrollment status means VA cannot accept statements from the school to verify the enrollment, as the current process for monthly certification for other education benefits allows.

### Non-Chapter 33 Student Verification of Enrollment

The preferred verification method is W.A.V.E., which includes features not in IVR (Interactive Voice Response). When students are awarded benefits, the award letter they receive describes W.A.V.E. and IVR. The earliest date students can verify their enrollment is the last calendar day of each month.

W.A.V.E. allows students to verify their enrollment on the Internet. W.A.V.E. is on the Education Service website at W.A.V.E. Web Automated Verification of Enrollment (<https://www.gibill.va.gov/wave/>)

Students must be currently enrolled in an approved educational program and must have a current benefit award to use W.A.V.E. The W.A.V.E. system permits students to perform a multitude of functions. For instance, students may:

- Verify that enrollment has not changed
- Report a change in enrollment
- Change mailing address
- Initiate or change direct deposit information
- View the enrollment period and monthly benefit amount
- View remaining entitlement
- Sign up for a monthly e-mail reminder

IVR allows students to “phone in” (877-823-2378) their monthly verification if there are no changes to the enrollment during the previous month. If there were changes in the enrollment the student must contact a Veterans Advisor to submit a change in status and the payment may be delayed until the reduction is processed.

### School Responsibilities

The following information provides the basic responsibilities of an educational institution and VA School Certifying Official (SCO). Each school will designate at least one (1) VA Certifying Official to carry out reporting requirements.

Additional information can be found in the U.S Department of Veterans Affairs, School Certifying Official Handbook ([https://www.knowva.ebenefits.va.gov/system/templates/selfservice/va\\_ssnew/help/customer/locale/en-US/portal/55440000001018/content/554400000149088/School-Certifying-Official-Handbook-On-line/](https://www.knowva.ebenefits.va.gov/system/templates/selfservice/va_ssnew/help/customer/locale/en-US/portal/55440000001018/content/554400000149088/School-Certifying-Official-Handbook-On-line/))

- School Certifying Officials complete annual training administered by Department of Veterans Affairs and the State Accrediting Agency
- Keep VA informed of the enrollment status of veterans and other eligible persons
- Keep up-to-date on current VA rules and benefits
- Maintain records of VA students and make all records available for inspection
- Certify in accordance with the school's Yellow Ribbon Program agreement
- Apprise supervisors of any internal problems that may affect service to VA students
- Keep the State Approving Agency (SAA) informed of any new programs or changes in current programs, academic policies, procedures, addresses, phone numbers, and certifying officials

### OU Health Sciences In-State/Out-of-State Tuition Policy

The University of Oklahoma Health Sciences is a state-supported institution of higher education supported by legislative funds derived from State of Oklahoma tax revenue. As a state tax-supported institution, the University gives preference in tuition pricing to residents of the State of Oklahoma.

The University's definition of the term “resident” may be different from the definitions developed by other agencies or institutions. The University does not recognize declarations of resident status made by other agencies. Thus, a person who is an Oklahoma resident for tax or voting purposes is not necessarily a resident for The University of Oklahoma Health Sciences Campus tuition purposes. Mere assertion by a student such as checking “In-State” on the application for admission is insufficient.

The University has been authorized to make determinations for in-state/out-of-state classifications for its individual students, either at the time of initial enrollment, or as the result of a petition for reclassification. OU Health Sciences Recruitment and Admissions is designated to make these determinations for the University.

If you have questions concerning resident classification, you may contact OU Health Science Recruitment and Admissions at (405) 271-2359.

If your status has changed or you have concerns that a classification is incorrect, you may complete the Petition for Oklahoma Residency and return it to OU Health Sciences Recruitment and Admissions.

Each residency petition is judged on its own merit using the guidelines and regulations established by the Oklahoma State Regents for Higher Education (Policy and Procedures Manual-Section 3.18) (<https://www.okhighered.org/state-system/policy-procedures/>) “and in compliance with 38 U.S. Code § 3679(c) ([https://urldefense.com/v3/\\_\\_https://www.law.cornell.edu/uscode/](https://urldefense.com/v3/__https://www.law.cornell.edu/uscode/))

text/38/3679\_\_\_!!GNU8KkXDZID12Q!6RKAIZhu8WBgKM3d-i6DEBvzTZf1-UsHpPkAULD0JHF7sWyDBDc1YFtHwuxCx9M7CMkqlyt8Xmes\_307pF\_il6YCa1SXy1cVBdgEmzw/) and 70

O.S. § 3247 (<https://www.oscn.net/applications/oscn/deliverdocument.asp?id=468107&hits=>) " that provides in-state tuition requirements for some individuals using Veterans Educational Benefits.

It is the student's responsibility and burden to provide convincing evidence to adequately support the petition.

Petitions and supporting documents must be submitted by the following deadlines. Petitions submitted after the deadline will be reviewed for the next term. *In-state reclassification (and associated in-state tuition) is not granted on a retroactive basis.*

- Fall - October 31
- Spring - March 31
- Summer - June 30

If you are receiving scholarships, loans, grants or other financial aid, contact OU Health Sciences Financial Aid Office for information concerning the impact reclassification may have on your financial aid.

Additional Information can be found on In-State & Out-of-State Tuition Policy (<https://admissions.ouhsc.edu/Prospective-Students/In-State-Out-of-State-Tuition-Policy/>). Please contact OUHSC Veteran Student Services (<https://admissions.ouhsc.edu/Current-Students/Veterans/Contact-Us/>) for more information.

## Veteran Benefits and Transition Act of 2018 – G.I. Bill® Delayed Payment Policy

The University of Oklahoma Health Sciences Campus is committed to maintaining compliance with Federal regulations regarding tuition and fees payments from the Department of Veteran Affairs. Students utilizing Chapter 31 Veteran Readiness and Employment or Chapter 33 Post 9/11 G.I. Bill® benefits will not be penalized in any way for delayed tuition and fees payments from the VA so long as the Health Sciences Recruitment and Admissions receives any of the following:

- VA issued Certificate of Eligibility
- OUHSC VA Confirmation of Enrollment
- Any other documentation that is necessary to certify enrollment

The deadlines to provide the Confirmation of Enrollment for the terms are June 15th for the Summer semester, September 15th for the Fall semester, and February 15th for the Spring semester.

Students who have provided the required documentation by the deadlines stated above will not:

- Be prevented from enrolling for future terms
- Be responsible for the payment of service charges or late fees related to tuition and fee charges
- Need to secure alternative or additional funding
- Be denied access to any school resources, classes, libraries, or any other institutional facilities that are available to other students

Any enrollment HOLDS or late fees related to tuition and fees incurred through the Bursar's Office will be removed. It is ultimately the student's responsibility to ensure that all documents are submitted to the Health Sciences Recruitment and Admissions for VA Benefits prior to the designated term dates. Details regarding the G.I. Bill® are available in the Health Sciences Recruitment and Admissions Office.

## Responsibility of Payment to the University

For the remaining chapters beneficiaries (Chapter 30 Montgomery G.I. Bill® Active Duty, Chapter 35 Survivors' and Dependents' Educational Assistance, and Chapter 1606 Montgomery G.I. Bill® Selected Reserve): students are responsible for payment of tuition and fees by the published payment deadlines. Non-receipt of benefits from the VA to the student will not prevent late payment penalties from applying to your Bursar account.

Any changes in enrollment status may adversely affect payments received by the VA, and students will be held liable for any overpayment the VA issues on their behalf.

## 85/15 Percent Ratio Requirement

The 85/15 percent ration prohibits paying Department of Veterans Affairs (VA) benefits to students enrolling in a program when more than 85% of the students enrolled in that program are having any portion of their tuition, fees, or other charges paid for them by the school or VA. If the ratio of supported students to non-supported students exceeds 85% at the time a new VA beneficiary student enters or re-enters (such as after a break in enrollment), the student cannot be certified to receive benefits in the program. Submission of enrollment certifications will be suspended for VA beneficiary students enrolling or reenrolling on or after the effective date of any 85/15 violation.

Listing of all approved programs at all G.I. Bill® approved institutions found on VA WEAMS (<https://inquiry.vba.va.gov/weamspub/buildSearchInstitutionCriteria.do>).

## Military Service Credit

Veteran education beneficiaries are required to have all prior credit evaluated – including military training.

The University awards credit for educational experiences during military service according to the recommendations of the American Council on Education as published in the "Guide to the Evaluation of Military Experiences in the Armed Services." The policies governing the acceptance of credit awarded for military experience toward satisfying degree requirements vary among the degree-recommending colleges of the University. Students should contact their college academic advisement office for specific information on the applicability of this type of credit toward degree requirements. General questions concerning the evaluation of educational experiences in the armed services should be directed to OU Health Sciences Recruitment and Admissions.

The grade of S (satisfactory) is assigned to all credit awarded for military training.

Students with educational experiences in the military must submit the following military records to OU Health Sciences Recruitment and Admissions for review:

- **Army, Navy, Marine Corps, and Coast Guard:** Submit an official Joint Services Transcript. Students may request a Joint Services Transcript be sent electronically to the University.
- **Air Force personnel and veterans:** Guidance for requesting Air University (AU) and Community College of the Air Force (CCAF) transcripts has been consolidated under the Air University Registrar's Office. All requests must be made through the AU Service Desk. To order an official transcript, please visit Air University Registrar (<https://www.airuniversity.af.edu/Registrar/Transcript-Requests/>).

- **DANTES/USAFI:** Students may also request a transcript from DANTES (Defense Activity for Non-Traditional Education Support) or USAFI (United States Armed Forces Institute—tests taken prior to July 1, 1974). Many tests taken under the auspices of DANTES or USAFI carry American Council on Education credit recommendations recognized by the University. Official DANTES transcripts can be ordered from Thomson Prometric, P.O. Box 6604, Princeton, NJ 08541-6604, (877) 471-9860 (toll free). A transcript of USAFI courses or tests completed prior to July 1, 1974, may be obtained from Thomson Prometric, P.O. Box 6605, Princeton, NJ 08541-6605. Visit DSST (<http://www.getcollegedcredit.com/>) to learn more.
- **DANTES test (DSSTs)** can also be taken by people who are not in the military. Visit DSST (<https://www.getcollegedcredit.com/>) to learn more.

If time allows, visit with each of your instructors to discuss your options.

The faculty and staff have been instructed by the Provost Office to assist you in the disposition of your coursework. This may include early completion of courses, withdrawal or receipt of grades of Incomplete. Whatever your decision, you must then notify the School Certifying Official in OU Health Sciences Recruitment and Admissions on the Oklahoma City campus so you can receive counsel on how it will impact your G.I. Bill®.

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## Students Called to Active Duty

Pursuant to Title 70, O.S., Section 3248, The University of Oklahoma Health Sciences shall grant a Military Leave of Absence, not to exceed a cumulative five (5) years, to a student who is a member of the active uniformed military services of the United States and is called to active duty.

The student shall be eligible to:

- Withdraw from any or all courses for the period of active duty service without penalty to admission status or GPA and without loss of institutional financial aid. If the student has not completed an amount of work sufficient to receive a grade, the institution may refund the tuition and fees paid by the student for the current term or waive the amount of tuition and fees paid from the amount owed for tuition and fees for a future term following the student's tour of duty; or
- Receive an "I" for any or all courses for the period of active duty status irrespective of the student's grade at the time the "I" is awarded; provided, however, that the student has completed a minimum of fifty percent (50%) of all coursework prior to being called to active duty and the student completes all courses upon return from active duty. The student's admission status and GPA shall not be penalized and the student shall not experience loss of institutional financial aid.

Student is required to complete and submit the Military Leave of Absence (<https://admissions.ouhsc.edu/Portals/1047/assets/documents/Forms/MLOA.pdf?ver=2022-01-25-163727-520>) form to OU Health Sciences Recruitment and Admissions with a copy of active duty orders. See a Veterans Advisor for more information.

## WHAT YOU NEED TO DO

### Early in the semester:

If you are an OU Health Sciences Campus student, you need to contact the School Certifying Official at 405-271-2359, ext. 48918 or e-mail [veterans@ouhsc.edu](mailto:veterans@ouhsc.edu). You will need to provide a copy of your orders as soon as possible. You can fax them to 405-271-2480. OU Health Sciences Recruitment and Admissions will withdraw you from your classes and notify the Bursar and Financial Aid.

If you are an OU-Tulsa campus student, you need to contact Kari Ernest at 918-660-3360 or e-mail [kernest@ou.edu](mailto:kernest@ou.edu). She will need a copy of your orders as soon as possible. She will withdraw you from your classes and notify the Bursar and Financial Aid.

### Mid to late semester: