

Salt Lake Community College Veterans Services

Basic Orientation to Support Services and VA Educational
Benefits and Office Policies

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Mission of Veterans Services

- SLCC Veterans Services is committed to providing timely and inclusive support services to all military members and dependents. We strive to insure students are able to maximize their educational benefits and receive support to be successful in their educational endeavors by utilizing the many resources available at the college and in the community. We empower and support SLCC Veterans to reach their educational goals of preparing for employment or transferring to a University.

Office Locations

- Taylorsville-Redwood Campus (4600 South Redwood Road, SLC, UT 84130)
 - Located in the Student Center, Room SC 059 (garden level)
 - Monday through Friday 8:00am to 4:30 pm
 - Computer bank/study area
 - Lounge Area
- South City Campus (1575 South State Street, SLC, UT 84115)
 - Located in the Main Building, Room 1-061-H-B
 - Monday through Friday 8:00am to 4:30pm (limited personnel, occasional closures)

Getting Started

- Apply to [Salt Lake Community College](#)
- If you have never applied for VA educational benefits, complete VONAPP at <https://www.ebenefits.va.gov/ebenefits/vonapp>
 - VA Form 22-1990 for Veterans/Service-members
 - Dependents using Transferred Chapter 33, Post-9/11, TEB [website](#) (after transfer is made, complete VA Form 22-1990T)
 - VA Form 22-5490 for dependents using Chapter 35, Dependents Education Assistance
- If benefits have been used before: Certificate of Eligibility (if available) and VA Form 22-1995 or 22-5495 to transfer.
- Complete required in-office forms and bring additional documents according to chapter of benefits being used <http://www.slcc.edu/veterans/required-forms.aspx>
- Complete a one-on-one orientation with Veterans Services staff

Transcripts

- OFFICIAL Transcripts from all previous institutions must be sent to and evaluated by SLCC Transfer Evaluation office by the end of the second semester.
 - Failure to do so will result in a hold on further certifications until it is completed. This may delay payments to the student and the school.
 - Opening official transcripts sent to you will make the transcripts unofficial and you will have to order them again.
 - If you take a class at SLCC that ultimately transfers in from another institution, you will required to pay back the VA for the course.
- Military Transcripts are also subject to the requirement stated above.
 - Joint Services Transcript for the Army, Navy, Marine Corps and Coast Guard at <http://www.jointservicetranscript.com/> (scroll to bottom of the page and access JST website)
 - [CCAF](#) for Air Force
- Complete [Request for Transcript Evaluation](#) form.
- It is the student's responsibility to ensure transcripts are submitted in a timely manner.

Residency

- Additional information on residency may be obtained at <http://www.slcc.edu/enrollmentservices/residency.aspx>
- Service-members currently serving in Utah and immediate family members are eligible for resident tuition rates. Must provide appropriate documentation.
- Veterans must supply proof of Honorable or General Discharge, complete residency application and submit supporting documents(i.e.: UT driver license, vehicle registration, etc.)
- Dependents of Veterans must provide evidence of the Veteran's Honorable or General discharge occurring within the last five years, and show objective evidence that overt steps have been taken to establish residency in Utah (i.e.: UT driver license, vehicle registration, etc.)

Actions Required Each Semester to receive VA educational benefits

- Register for classes *prior* to request for certification.
- Inform Veterans Services that you want class schedule to be certified to VA at <http://www.slcc.edu/veterans/request-for-certification-required-each-semester.aspx>
- Ensure major with the school is the same major chosen with the VA.
 - If majors do not match, certification will not be processed until they are the same.
- Classes must be required for your major at SLCC. Classes will not be considered if they are “recommended”, “required at XYZ University”, “interesting”, “beneficial”, etc.
 - It is ultimately the student’s responsibility to make sure that the classes chosen meet the requirements for graduation from SLCC in the major selected. Check with Veterans Academic Advisor to ensure applicability.
 - Any classes that are not required for the major will not be charged to the VA and the student will be responsible for any tuition and fees.

Actions Required Each Semester (continued)

- Once your schedule has been certified to the VA, no changes will be made to the certification until after the add/drop period is over. Make sure your schedule is set *before* asking for certification.
 - Changes may result in overpayments or underpayments to the school and student. Please plan accordingly.
- The following classes **will not** be considered for payment:
 - **Online** remedial Math or English classes (i.e.: MATH 0950, WRTG 0990, etc.)
 - Any of the MATH emporium courses (i.e.: MATH 0001, 0002, etc.).
- Remedial courses will be considered required if the student has tested into the course using the Accuplacer test results.
 - If student tests into a higher level Math or English, he or she cannot take a lower level class and have it covered by VA funding.
 - Example: student tests into Math 0950 and registers for MATH 0920. MATH 0920 would not be covered.

Dropping/Withdrawing from Classes

- Dropping classes may result in an overpayment from the VA.
 - Students are responsible for paying back any BAH and book/supplies stipend overpaid.
 - If class(es) are dropped during the 100% refund period, SLCC will return tuition and fees to the VA.
 - Students must provide a copy of the VA debt letter to Veterans Services in a timely manner at veterans@slcc.edu in order for applicable tuition and fees debts to be paid.
 - Failure to provide the necessary documentation in a timely manner may result in garnishment of wages and account turned over to collection agencies. Please submit documentation as soon as possible to avoid any disruptions.
- If class(es) are dropped after the add/drop period, the student will be responsible to repay any tuition and fees due to the VA as well as any BAH and book supplies stipend.

Repeating Classes

- Classes can be repeated one additional time (when paid for by the VA) if one of the following conditions apply:
 - An ‘E’ grade was received.
 - A passing grade was received, but a higher grade is **required** for the major.
 - Example: Student received a ‘D’ grade in English 1010, but a ‘C’ or higher is required to move onto English 2010, *and* the major requires the next level of English.
 - It is your graduating(final) semester for your program and you are using the class to “round out” to full-time (12 credit hours). May only be done one time.
 - Withdrawals, ‘W’ grades, do not count towards the “repeat class” rule.
 - Classes taken for a third time or more will not be considered for certification to the VA.

VA Academic Probation

- Applies to receipt of VA Educational benefits and not to enrollment at SLCC.
- Students will be placed on academic probation if either of the following conditions apply:
 - If the semester GPA falls below a 2.0 for two consecutive semesters
OR
 - If the cumulative GPA falls below 2.0, not including the first semester, student:
 - Will be placed on academic probation for one semester (notification will be sent via student's Bruinmail account).
 - Must meet with VetSuccess on Campus counselor to develop academic improvement plan.
 - Must complete following semester with minimum of a 2.0 GPA along with following any other provisions of the contract.
- Academic Probation for the following semester will be applied whether the student signs the contract or not.
- Current semester certification may be terminated if contract is not signed in a timely manner.

Suspension of Benefits

- Suspension occurs when student has been on Academic Probation and does not meet the terms set forth in the contract. This includes not signing Academic Probation contract.
- Suspension applies only to VA Education Benefits and not to enrollment at SLCC.
- You will not be eligible to receive VA Education Benefits until academic standards are met.
- If you choose to continue with school, you will not receive VA funding until you improve your GPA.
 - VA funding will not be retroactively applied to semesters student was on suspension.
- A cumulative GPA of 2.0 will be required to lift the suspension.

SLCC Tuition Appeals

- Appeals with the school are handled through the Office of the Registrar.
- Appealing classes may cause an overpayment to the VA.
 - If extenuating circumstances are involved, please complete VA Form 21-4138 and attach any supporting documents.
 - Student may send the form to VA personally or we can send it on the students behalf.
 - The Veterans Services office does not decide any VA appeals and cannot determine VA decisions on appeals.

Army Tuition Assistance

- Army (Active Duty, Reserves and National Guard)
 - Go to www.goarmyed.com, create an account and complete required training to request to Federal Tuition Assistance (FTA).
 - Meet with Veterans Academic Advisor and create a degree plan. Upload degree plan on Goarmyed website.
 - Requests for FTA must be submitted at least seven (7) days *before* classes begin.
 - May only be used while actively drilling with a unit or while on active duty with no administrative flags.
 - Soldiers must have served one year after completion of BCT and AIT before using FTA.
 - Capped at \$4,500.00/per year or 16 semester hours per fiscal year, whichever comes first.
 - FTA may only be used with Chapters 33 and 30. Chapters 1606 and 1607 cannot be used with FTA.
 - Provide a copy of the approved TA request to Veterans Services.

Air Force Tuition Assistance

- Air Force (Active Duty and Reserves)
 - AI Portal at <https://aiportal.acc.af.mil/aiportal/Account/ConsentToMonitor>
 - Complete requirements as listed on the website.
 - Provide a copy of the approved TA request to Accounts Receivable department.
- Air Guard (Utah)
 - Air Guardsmen must apply for State Tuition Assistance (STA) at <http://www.ut.ngb.army.mil/education2/>
 - Provide a copy of the approved TA request to Accounts Receivable department.

School of Applied Technology (SAT)

- Complete the necessary paperwork with Veterans Services listed under “[Getting Started](#)”
- Meet with the SAT Academic Advisor of the program to be enrolled in.
- To be considered full-time for the purposes of BAH stipend payment:
 - clock hours of 18 or 22 will be required.
 - If a change to the number of clock hours is made, it could result in an overpayment.
 - Hours required are based upon the specific program. Ask a SCO for verification.
- At the current time Competency Based Education (CBE) programs are not approved for VA education benefits.

Graduation

- During the graduating semester, as long as one class is required for the degree:
 - The student may choose any additional classes to get to full-time (only one HLAC class).
- A graduation dinner is held for Veterans to celebrate graduation to commencement.
- Veterans are presented a special Veterans Honor Cord to wear at the commencement ceremony.
- Cap and gown sets are purchased for graduating veterans, courtesy of Veterans Services.

Veterans Academic Advisor

- Danny Sanchez, Academic Advisor
 - Phone: 801-957-4146
 - Email: danny.Sanchez@slcc.edu
 - Wednesdays 10:00am to 2:00pm in the Veterans Center
 - 10:00am to 7:00pm in the Advising Center, Redwood Campus
 - Provides major requirements tailored to Veterans
 - When signing into the Academic Advising office, identify that you are a Veteran so that the Veterans Academic Advisor can assist you.

VetSuccess on Campus Counselor (VSOC)

- Dr. Michael Foster, VA Vocational Rehabilitation Counselor
 - Phone: 801-957-4399
 - Email: Michael.foster@va.gov
 - Monday through Thursday, 7:30am to 5:30pm in Veterans Center in the Student Center (Redwood Campus)
 - Assigned to SLCC to assist all Veterans with information on VA benefits, provide referral to other VA services available including:
 - enrollment for medical benefits
 - stress and crisis management
 - Career and employment services

Veterans Upward Bound (VUB)

- Dan Czech, Enrollment Advisor
 - Located in Veterans Center in the Student Center (Redwood Campus):
Tuesday and Thursday, 8:30-10:30am
 - Call 801-626-7327 for appointment or come in during scheduled hours.
 - Email: danielczech@weber.edu
- Provides free tutoring for Veterans in Math, English and Basic Computer Class. (eligibility criteria exists)
- Tutoring provided on Taylorsville-Redwood campus only.

Veterans Integration to Academic Leadership (VITAL)

- Dr. Aaron Ahern, VA Health Care Liaison
 - Phone: 801-828-6787
 - Email: dennis.Ahern@va.gov
 - Peer Mentorship
 - Located in Health and Wellness in the Student Center (Redwood Campus), Thursdays and Fridays, 8:00am to 4:30pm
 - Available to assist Veterans overcome obstacles that impede academic success and support educational goals
 - Enrollment of Veterans into VA Health Care system

Veterans Accessibility Advisor

- Mary Keinz, SLCC DRC advisor
 - Phone: 801-957-4659
 - Email: mary.keinz@slcc.edu
 - Located in Veterans Services Mondays 9:00am to 11:00am and Tuesdays 11:00am to 1:00pm
 - At other times, the Accessibility Advisor will be located in the DRC office in the Student Center (Redwood Campus) from 8:00am to 4:30pm, Monday through Friday.
 - Assists with supportive services
 - Accommodations (appropriate documentation required)
 - Documentation can be provided by VetSuccess on Campus Counselor or VITAL counselor.

Financial Aid

- Heather Jonassen
 - Phone: 801-957-4410
 - Email: heather.Jonassen@slcc.edu
 - Located in the Financial Aid Office in the Student Center (Redwood Campus)
 - Administers Tuition Heart Waiver program
 - Can assist with Financial Aid questions, appeals, etc.

Annual Events

- Flag Raising Ceremony on Veterans Day held at four campuses simultaneously: Redwood, South City, Meadowbrook and Jordan.
- Celebration of the “birthday” of each branch of the military.
- Graduation dinner along with presentation of Veterans Honor Cord for Veterans graduating.