



# VETSUCCESS on CAMPUS

## CCRI VETERAN'S CHECKLIST

- Apply for Education Benefits [VA Form 22-1990]. This form can be completed online at [www.gibill.va.gov](http://www.gibill.va.gov) or directly: <https://www.vets.gov/education/apply-for-education-benefits/application/1990/introduction>
- NOTE:** If you have used VA education benefits at another school, complete [VA Form 22-1995] to indicate change in schools: <https://vbaw.vba.va.gov/bl/20/cio/20s5/forms/VBA-22-1995-ARE.pdf>
- If you are a dependent using Ch33 *transferred* benefits – you will complete **VA Form 1990e** (\*\* transfer must be approved FIRST by DoD via TEB website – this step is completed by the Service Member).
- Apply for admission to CCRI online at: <http://www.ccri.edu/oes/admissions/learnhowtoapply.html> (\*no charge)
- Once officially admitted to CCRI - schedule an appointment to complete the mandatory ACCUPLACER Writing, Reading and Math placement tests. Email [accuplacer@ccri.edu](mailto:accuplacer@ccri.edu) along with your full name, CCRI ID # and/or Date of Birth, and best contact phone number - they will call you to schedule testing appointment.
- After you have completed the Accuplacer testing, please connect with an *Academic Advisor* to register for classes. Text Advising at: 401-308-3537 or Call Advising at: 401-825-1240
- Submit **Student Veterans Worksheet** to the CCRI Certifying Official. The form should be submitted online via **Secure Portal:** <https://www.ccri.edu/vso/CCRIStudentVeteranCertification.html> (\* to ensure VA monthly payments)
- RI National Guard Members:** The STAP waiver can be used to waive the tuition only (not fees). Submit STAP waiver to Bursar's office: [bursarwaivers@ccri.edu](mailto:bursarwaivers@ccri.edu) You will obtain this STAP form from your ANG or ARNG Education Liaison after you register for classes. \* You must pay any remaining fees at the time you submit STAP form.
- Disabled Veteran Waiver** ... if you have a VA Service-Connected Disability of 10% or more, you can use the DAV waiver to waive tuition (only). Can be used in conjunction with GI Bill benefits. \*Submit VA disability letter to Bursar.
- Submit a copy of your **Certificate of Eligibility (COE)** to CCRI. This is the letter you receive from VA Education verifying your eligibility for GI Bill. If you do not have a copy, you can request by calling # 888-442-4551 or check your Ebenefits page: [www.ebenefits.va.gov](http://www.ebenefits.va.gov) or request a copy here: [https://gibill.custhelp.com/app/utils/login\\_form/redirect/ask](https://gibill.custhelp.com/app/utils/login_form/redirect/ask)
- Consider applying for Federal Student Aid (FAFSA): [www.fafsa.ed.gov](http://www.fafsa.ed.gov). This can make you eligible for grants and student loans. \*Please educate yourself on the difference or meet with a Financial Aid /EOC rep from the school.
- Consider use of in-class accommodations (i.e. extra time on tests, note taking assistance) with the Disability Services Office. These services can be extremely important to your academic success if you are dealing with PTSD, anxiety, depression, learning disabilities, ADHD, physical ailments, etc. For an appointment, email: [Dss@ccri.edu](mailto:Dss@ccri.edu)
- MILITARY Transcripts:** To have **military training** evaluated for college credit: Please have **official transcripts** sent to: Dina Levitre, Community College of Rhode Island, 400 East Avenue, Warwick, RI 02886.
  - Joint Services Transcript (replaces AARTS and SMART). <https://jst.doded.mil/smart/dodMandatoryBannerForm/submit.do> .
  - Air Force Transcript Request Forms (CCAF) at <http://www.au.af.mil/au/ccaf/transcripts.asp>
  - US Coast Guard Transcripts at <http://www.uscg.mil/>

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**Veteran Services Office:** [veteranservices@ccri.edu](mailto:veteranservices@ccri.edu)

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## **\*\* Tips for Student Veterans \*\***

- If using Ch 30 or Ch 1606 you need to verify your attendance **every month** with the VA – in order to be paid the monthly stipend. This can be done by phone (877) 823-2378 or online: <https://www.gibill.va.gov/wave/index.do>
- If using Ch 35, Ch 30, or Ch 1606 – you are responsible for paying tuition up front (VA pays tuition for Ch33 and Ch31)
- Contact the VA Certifying Official immediately if there are any changes in your enrollment status, including adding courses, dropping courses, withdrawing or receiving incomplete grades.  
**\*\* All these changes have the potential to change your VA payment status and/or create debts to the VA or school.**
- Veterans should be choosing a major carefully
  - The availability of benefits does not always last until the degree is complete
  - Vets generally have 36 months (sometimes 48) to complete their program of study
  - \*\* If you need assistance with Career Exploration or choosing a major– please click here:**  
<https://www.va.gov/careers-employment/education-and-career-counseling/>
- Choose your schedule wisely... Assistance from the Veteran Academic Advisor is recommended
  - Example: If you have trouble waking up in the morning, do not take 8am classes
  - If you cannot sit for long periods, try to avoid 4 hour classes
  - Consider taking 3 classes instead of 4, especially in your first semester (\*this does not ‘waste’ your benefit)
- Classes must apply towards your declared major - otherwise the VA will not pay for courses
  - Example: If the Veteran is taking 4 classes (12 credits) and only 3 classes apply toward their degree plan, VA will only pay for the 9 credits
- Impact of grading on VA benefits:
  - WITHDRAWAL grades:**
    - Withdrawal grades (WP, WF, NA) create a debt with the VA because the VA views this as being incomplete
    - The money for that class will need to be repaid by the student Veteran to the VA
  - FAILURE grades:**
    - Failed classes do not create debt IF the Veteran remains in class for the duration of the semester
    - VA benefits can be used to retake the failed class because it is required for your program
    - Beware of this option because the “clock” for using benefits continues (i.e. using up months)
    - Please note: Failing grades obviously impact GPA - which can affect financial aid, academic probation, and admission to competitive programs
- Other Considerations:**
  - “Incompletes” that turn to letter grades are a good option if the Veteran can make up work
  - RI National Guard members can also use the State Tuition Assistance Program (STAP)
    - a. Under this STAP program, the NG member must maintain a “D” or better or the course is not covered
    - b. This means the Veteran would then owe money for the course to CCRI if below a “D”
    - c. Note: This is a different policy from VA Education and needs to be considered
- VA Payments – Process:**
  - Veteran must submit the “Student Vet Worksheet” each semester in order to be certified
  - School Certifying Official reports Veterans’ credits to VA via a “certification” (1999 form)
  - Veteran will receive an email (to CCRI email account) indicating when they have been certified
  - VA processes the certification and awards payment to the Veteran based on # of credits
  - Any changes in credits must be reported to the School Certifying Official \*\*
  - VA education payments are paid in “arrear”
    - **Example:** The payment for the month of January comes around February 1st
  - CCRI certifies Vets early in an effort to get payments released early – particularly book payments