

# George C. Wallace Community College

DOTHAN AND EUFAULA

## **IMPORTANT INFORMATION FOR STUDENTS RECEIVING FEDERAL VA BENEFITS** **CHAPTER 30, 1606, 1607 OR 35**

1. According to the VA, new students should receive their first check in approximately 90 days. With this in mind, be prepared to pay the first semester's enrollment cost before you receive your first check. You are allowed to apply for an **advance payment** if certain conditions are met. Ask your VA school official for details.
2. Under certain circumstances, veterans can be paid at an accelerated rate for a lesser number of credit hours. This typically occurs during mini-term semesters and Summer semester. You will be provided with accelerated rate information before Summer registration.
3. All VA recipients are required to declare a program of study and program option. The declared program of study and option must be the same with the Admissions Office and VA. Classes will not be certified to the VA that do not meet graduation requirements. **Remedial classes, based on placement test scores, can be certified to VA; however, online or hybrid remedial classes cannot be certified to VA.** Students may take only those courses, which are required in their program of study and program option, as outlined in the Wallace College Catalog and Student Handbook.
- ★ 4. Immediately upon registration each term, veterans are required to email their VA Coordinator to let them know they want to use their benefits for the upcoming semester. Failure to do so will result in not being certified to VA. It is the student's responsibility to immediately notify our office of any changes in status (course, program, dependents, drop/add, withdrawal, etc.). This will need to be done each semester.
5. **Class attendance is required in order to receive benefits.** If the student fails to report non-attendance, VA will be notified when the non-attendance is discovered via grade review, regardless of when the non-attendance is discovered.
6. **Your enrollment will be certified to the VA for only two (2) semesters until prior college and/or military transcripts are received and evaluated by the Admissions Office at Wallace College. If transfer credit is awarded for an acceptable course or courses from any other source, VA will not pay for that course to be repeated.**
7. Veterans and dependents must meet the standards of progress requirements applicable to all students at this institution.
8. Should you fail a course, the VA will pay you to take the course until a passing grade is achieved. Courses cannot be repeated in order to improve your grade point average, unless you initially received a failing or insufficient grade.
9. **VA National Call Center:** **888-GIBILL1 (888-442-4551)**  
**VA mailing address:** **Department of Veterans Affairs Regional Office,  
P.O. Box 8888, Muskogee OK 77402-8888.**  
**Toll-free number for automated phone verification:** **877-823-2378**  
**VA toll-free number for direct deposit enrollment:** **877-838-2778**  
**Website address for VA education benefits:** [www.benefits.va.gov/gibill](http://www.benefits.va.gov/gibill)
10. **Wallace Community College VA Certifying Officials:**  
**Dothan** Last name begins with A-J: Mary Hollowell phone: 334-556-2469 email: mhollowell@wallace.edu  
Last Name begins with K-Z: Ashleigh McCarthy phone: 334-556-2600 email: amccarthy@wallace.edu  
**Eufaula** Peggy Hill phone: 334-687-3543 ext. 4014 email: phill@wallace.edu
11. The Financial Aid Office/Veterans Affairs Office on campus is not a function of the Department of Veterans Affairs. This is a service provided by Wallace College to assist veteran and dependent students. The personnel in the Financial Aid Office/Veterans Affairs Office will be happy to assist you in any way possible. Your cooperation is appreciated.

**\*\*KEEP THIS SHEET FOR FUTURE REFERENCE\*\***  
**SEE REVERSE SIDE FOR ADDITIONAL INFORMATION**

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**Overpayments can occur for:**

- ◆ **Withdrawing** from a course.
- ◆ **Receiving** a grade which does not count toward the graduation requirements.
- ◆ **Failure** to have an incomplete grade changed to a grade that counts toward graduation requirements.
- ◆ **Registering** for a class that does not apply toward your declared degree, you don't have room for, or that you already have credit for.
- ◆ **Cease-to-attend or never attending** a class after the class has been certified to VA.

**Things to Remember:**

- ◆ **Provide** the Financial Aid Office/Veterans Affairs Office with a copy of your class schedule during early registration (current students) or during regular registration (new students). **Please help us to help you. If you fail to provide us with your schedule, delays will occur with the processing of your VA enrollment certification. It could also effect your monthly stipend amount.**
- ◆ **Class attendance is required** in order to receive benefits.
- ◆ According to the VA, new students should receive their first check in approximately **90 days**.
- ◆ Remedial classes, based on placement test scores, can be certified to VA; however, **online or hybrid remedial classes cannot be certified to VA.**
- ◆ Your enrollment will be certified to the VA for only one (1) semester until prior transcripts are received and evaluated by the Admissions Office at Wallace College.
- ◆ Veterans/Active Duty Servicemembers must provide a military transcript to the Admissions Office.
- ◆ Veterans must **verify enrollment** with VA at the end of each month before payments will be disbursed. **This does not apply to dependents.**
- ◆ The information provided on this sheet is not intended to be all-inclusive in terms of VA enrollment certification rules and regulations.....

**BE SURE TO SUBMIT YOUR APPLICATION FOR FAFSA.  
GO TO [WWW.FAFSA.ED.GOV](http://WWW.FAFSA.ED.GOV) TO APPLY**

The only VA income you are required to report is listed in the UNTAXED INCOME section of the application. Income such as disability and VA work-study must be reported. See the application for complete details.

**BE SURE TO ESTABLISH YOUR WALLACE COLLEGE STUDENT EMAIL**

- ◆ Go to [www.wallace.edu](http://www.wallace.edu).
- ◆ Click on **Student E-Mail** to access email login page.
- ◆ Your username (name) is your first initial, last name, and last 4 of your Social Security Number.
- ◆ Your password is your birth month, day, and year (example: MMDDYY).
- ◆ If you have trouble getting into your email, contact Helpdesk at 334-556-2464 or [helpdesk@wallace.edu](mailto:helpdesk@wallace.edu)

**\*\*\*IT IS YOUR RESPONSIBILITY TO CHECK YOUR STUDENT EMAIL REGULARLY\*\*\***

**All communication will be sent to your WCC student email address. Failure to check student email may result in loss or reduction of monthly stipend.**

**You will receive an email from VA, at your WCC student email address, when VA receives your enrollment certification.**

**I have read and received a copy of this information sheet.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
WCC Student Number

**\*\*KEEP THIS SHEET FOR FUTURE REFERENCE\*\***