Welcome Veterans and Veterans Families

Dear Veterans or Family Member of a Veteran:

If you need additional assistance from the Veterans Administration, please call the toll-free number 1-888-GIBILL-1 (1-888-442-4551) and speak with a Veterans Benefits Counselor. The Veterans Administration office is only open Monday – Friday from 7am to 5pm. At the end of each month, please call and verify your hours with WAVE (1-877-823-2378) except for those receiving Chapter 33 (Post 911). Please be aware of your attendance; three absences in any single class is an automatic drop and will be reported to the VA for reduction of hours. Below are other key contacts to assist you.

All VA-applications can be obtained VA Main Website – http://www.gibill.va.gov

Other Important VA Phone Numbers:
All Other VA Benefits 1-800-827-1000
TTD 1-800-829-1833

Please submit all documents to the Financial Aid office.
If you have any questions you can contact the Financial Aid Office at (832)252-4602.

Thanks again for joining us at the College of Biblical Studies!
VA Student Required Paperwork Check Lists for Chapters 30 – 31 – 33 – 35

Forms Needed According to Chapter

Chapter 30

Copy of VA Application – Form 22-1990 (1st time users)  _____
Copy of VA Application – Form 22-1995 (If switching schools and staying w/same Chapter)  _____
Certificate of Eligibility Letter  _____
Copy of DD-214  _____
VA Information Sheet  _____
VA Degree Plan  _____
Copy of Attendance Policy Signed  _____
Copy of Enrollment Reporting Form Signed  _____
Copy of Transcript Acknowledgement Letter Signed  _____

Chapter 31
Please contact the VA-R&E Department at 713.383.1999 to obtain authorization and certification (VA form 28-1905) prior to registration for class(es).

Chapter 33
Please submit all of the documents required for chapter 30.

Chapter 35

Copy of VA Application- Form 22-5490  _____
Please submit all of the documents required for chapter 30.

All forms listed above must be submitted to the Financial Aid Office
If you have attended any other college(s) please list their names. Each official transcript must be sent to CBS (ATTN: Registrar) for them to be evaluated (even if the courses would not apply to anything here). VA STATES – you have 90 days from the day you start for CBS to continue to certify you for VA benefits.)
Veterans Enrollment Reporting Form

Name: ________________________________ SID#: ____________________

Address: __________________________________________________________

City: ________________________________ State: _____ Zip Code: ___________

Email: ______________________________________________________________

Home: ________________________________ Cell: __________________________

Chapter: 30  31  33  35  (Please circle one)
Service Branch: USAF  USA  USCG  USMC  USN  (Please circle one)

Semester: _____________________________ Year: ________________________

STATEMENT OF UNDERSTANDING

1. EACH SEMESTER I must report my registration and any changes in my enrollment to my ________.

2. I must be officially placed in a program of study leading to a standard college degree or certificate and have all prior training evaluated by the end of my ________ of enrollment. I do not expect to be paid by the VA for courses previously completed.

3. I will ensure that the courses I am taking are required or can be used as elective in my program of study and I understand that I must make satisfactory progress toward graduation.

4. I understand that courses scheduled to meet for other than the normal 15-week term may be paid at a different rate based on the number of credits and the length of the course. For CBS______, the cohort date is the official start date for receiving VA Education Benefits.

5. I understand that grades of ________ may result in a reduced payment from the VA.

6. I understand that enrollment in transitional studies courses will not be certified unless a need is established by a placement test.

7. I understand that the VA will hold me responsible for any overpayment of my education benefits.

Signature: ________________________________ Date: ____________
Veteran Transcript Acknowledgement Letter

Dear Veteran:

The Veteran Affairs mandates that the College of Biblical Studies receives all official transcripts including military transcripts before the end of the student’s ______________ in order for the student to continue to receive benefits. The certifying official will not certify benefits if any of a student’s official transcripts are missing. It is the veteran student’s responsibility to ensure that the College of Biblical Studies receives all official transcripts.

I, ________________________________________________, understand and acknowledge it is my responsibility to get my transcript(s) in by ____________________________ or my Veteran benefits will not be re-certified by the College of Biblical Studies certifying official.

No academic credit will be awarded after 30 days of a student’s first day of class.

_______________________________________               ____________________________
Student Signature                                 Date

______________________________________________            ______________
Print Name                                   SID:

By signing this form, the veteran agrees to adhere to the policy.
Veteran Attendance Policy

To Whom It May Concern:

I ____________________________ am aware of the VA policy of being dropped on the third absence in a class. The VA requires the college to adhere strictly to the policy of dropping a VA student from any single class in which he or she has three absences.

__________________________________  _______________________
Student Signature                        Date

__________________________________  _______________________
VA Certifying Official Signature        Date