



Dear Student,

You are receiving this email because you are coded in our database as a Veteran or dependent student using GI Bill benefits in Fall 2020. **If you are planning on using your benefits in Spring 2021, please carefully read the information below, as it applies to you.**

As you may know, VA has strict requirements for schools and students to comply with regarding GI Bill® benefits. It has been brought to our attention late last week there are additional requirements we need to be enforcing for our students using benefits.

Effective Spring 2021, all students using GI Bill® benefits must meet all the requirements below before being certified for classes.

- Certificate of Eligibility is on file in Admissions & Records
- DD214 is on file in Admissions & Records (not required for dependents)
- **All official, high school, military, and university transcripts are on file in Admissions & Records**
- External credit evaluations are completed and on file in Admissions & Records
- **A comprehensive education plan is completed by the academic counselor and on file in DegreeWorks**
- A completed request for certification is on file in Admissions & Records for every semester you wish to be certified.

What may be new for you, is that **ALL official transcripts (high school, college, and JSTs) must be on file** and **a comprehensive education plan** is required prior to certification.

This means if you have not sent all your external transcripts in, you need to do so now. And, if you previously only created one semester of your education plan at a time, now is the time to update your plan to a comprehensive plan by scheduling an academic counseling appointment. If you need to schedule an appointment with the Veteran's counselor to update your education plan, you can [click on this link](#) or call (805) 289-6060.

As a reminder, the [Veteran's Agreement and Request for Certification](#) is still required every semester you wish to use your benefits, and you will be certified for courses that are on your education plan only.



Additionally, the Registrar, Gaby Asamsama-Acuna emailed a notice on 10/7/2020 with COVID-19 updates regarding resident vs. distance education courses. I will include some of that information here as well for your reference.

The COVID-19 pandemic required VCCCD (Ventura Colleges, Oxnard College, and Moorpark College) to switch to online instruction with the exception of a few courses. New legislation allows the U.S. Department of Veterans Affairs to pay education benefits regardless of the fact that a course has been converted from resident training to online training. GI Bill® students will continue to receive housing allowance payments at the resident training until 12/21/2021, or until the school resumes normal operations of resident training, for programs converted solely to online training. **This means if a college converts from an approved residence training course to online training for that course (distance learning) due to COVID-19, benefits will not change.**

**Only the courses that were converted from resident to online will be certified for GI® Bill benefits as resident classes.** Classes that were originally scheduled as online will be certified as distance education. The Admissions and Records Office has prepared a list of classes that will be certified as online (distance education) for Spring 2021 semester. If the class you are registering for is on the list, it will be certified as an online course. Attached is a list of courses for [Spring 2021 that will certified as online](#). If your course(s) is not listed on this list, then it will be certified as resident.

We understand that these requirements may mean you have additional items to complete prior to being certified for your Spring 2021 certification, and thank you for your patience and understanding as we work to remain compliant with VA. We are happy to assist you with any questions you may have during this process. Please feel free to reach out to us through [vcadmissions@vcccd.edu](mailto:vcadmissions@vcccd.edu) or contact your School Certifying Official directly. We can assist you with determining whether or not you have a comprehensive education plan on file and finding out which official transcripts you already have on file.

Once again, thank you for your understanding during this transition and please reach out to us in Admissions & Records with your GI Bill® questions.