



Veteran Services Educational Information

Becki Foster, Chief Operating Officer
Blake McCrabb, Executive Director of Workforce and Economic Development
Cindi Stearns, Executive Director of Operations
Aimee Harden, Director of Student Services
Jessica Schuler, Financial Aid Coordinator
Curtis Pratt, Career Counselor
Melissa Poole, Career Advisor

Mid-Del Technology Center
1621 Maple Drive
Midwest City, Oklahoma
73110 405-739-1707
www.middeltech.com

2023-2024

MDTC Programs Approved for VA Benefits

Full-Time Day Programs

Automotive Service Technician	900 Clock Hours
Aircraft Structures and Heavy Maintenance	900 Clock Hours
Combination Collision Technology	900 Clock Hours
Construction Trades	900 Clock Hours
Cosmetology	1500 Clock Hours
Cyber Security Professional	900 Clock Hours
Medical Office Assistant	900 Clock Hours
Practical Nursing	1207 Clock Hours
Plumber Assistant	1000 Clock Hours
Residential HVAC Technician	1000 Clock Hours

Program Hours

Short-Term Evening Programs

Aircraft Structural Technologies	200 Clock Hours
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Program Hours

MDTC Veteran Information

MDTC Veterans Certifying Official: Jessica Schuler

The primary function of the School Certifying Official is to promptly (within 30 days of the change), report enrollment or changes in student enrollment status to the VA. VA Form 22-1999B or VAONCE is used to submit any changes.

All prior credit; military and civilian, must be reviewed-even if veteran benefits were not used to pay for the prior training.

VA Education Programs

- Chapter 30 – Montgomery (MGIB®) VA Education Benefits (at least two years of active duty)
- Chapter 33 – Post 9/11 VA Education Benefits (served active duty time since 9/11/01)
- Chapter 1606 – Montgomery VA Education Benefits – Selected Reserve (MGIB® – SR)
- Chapter 35 – Survivors and Dependents Educational Assistance Program (DEA) VA Education Benefits
- Chapter 31 – Vocational Rehabilitation & Employment (VR&E) VA Education Benefits

VA Forms: Applications & Certifications

- VA Form 22-1990: Application for VA education benefits
- VA Form 22-1990E: Application for transfer of eligibility benefits
- VA Form 22-5490: Application for survivors and dependents education assistance (Ch. 35)
- VA Form 22-1995: Request for change of program or place of training
- VA Form 22-5495: Request for change of program or place of training for survivors and dependents education assistance (Ch. 35)
- VA Form 22-1999 – Enrollment certification
- VA Form 22-1999b: Notice of change in student status

Veteran Information Needed

Forms that need to be provided the MDTC VA Certifying Official include but are not limited to:

- Copies of DD-214(s)
- Copy of college and military transcripts
- Copy of Certificate of Basic Eligibility Letter
- Copy of documentation for other sources of financial assistance (other than Pell) e.g. tribal assistance.
- Important Note for Chapter 33 Veterans: Be sure to inform the VA Certifying Official if you expect to receive any other financial aid or scholarships (other than the Pell Grant). Omission of such information could adversely affect the processing of benefits resulting in an overpayment of benefits.

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Special conditions for veteran students receiving VA benefits are as follows:

- All previous education and training are evaluated for credit toward completion of current training program. Students need to provide copies of all college transcripts.
- MDTC attendance policy allows for 9 absences per semester. Veteran students exceeding 9 absences will be withdrawn unless an attendance appeal states otherwise. If removed from the program due to attendance policy violation, the Veterans Administration Office will be notified and benefits will cease.
- Veteran students must make up all work missed for each day absent.
- Veteran students are encouraged to use all services available at MDTC including career counseling, and student organizations.
- Veteran students having general questions concerning benefits may contact the VA Regional Office in Muskogee at 1-888-442- 4551 or go to <https://www.vets.gov/> .

Oklahoma Veterans Vocation Rehabilitation Benefits (Chapter 31 VR & E)

Veterans receiving Veterans Affairs Vocational Rehabilitation must contact VR&E at 405-523-4000 to begin the process of determining eligibility. A veteran who is eligible for an evaluation under Chapter 31 must make an appointment with a Vocational Rehabilitation Counselor (VRC). The VRC will work with the Veteran to determine if an employment handicap exists as a result of his or her service connected disability. If an employment handicap is established and the Veteran is found entitled to services, the VRC and the Veteran will continue counseling to select a track of services and jointly develop a plan to address the Veteran's rehabilitation and employment needs.

What is a DD214?

The Defense Department issues to each veteran a DD-214, identifying the veteran's condition of discharge - honorable, general, other than honorable, dishonorable or bad conduct.

Why is a DD214 important? The Report of Separation contains information normally needed to verify military service for benefits, retirement, employment, and membership in veterans' organizations. Information shown on the Report of Separation may include the service member's:

- Date and place of entry into active duty
- Home address at time of entry
- Date and place of release from active duty
- Home address after separation
- Last duty assignment and rank
- Military job specialty
- Military education
- Decorations, medals, badges, citations, and campaign awards
- Total creditable service
- Foreign service credited
- Separation information (type of separation, character of service, authority and reason for separation, separation and reenlistment eligibility codes)
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Eligibility and Length of Benefits:

- Chapter 30:** You have 10 years from the date of release from active duty to utilize up to 36 months of education benefits.
- Chapter 33:** Served active duty time since 9/11/01. You can receive up to 36 months of benefits. **Monthly housing benefit allowance is based on the cost of living where your school is located.**
- You have 15 years to use benefits if your service ended before January 1, 2013. If your service ended after January 1, 2013, your benefits will not expire due to the passing of a new law called the Forever GI Bill® – Harry W. Colmery Veterans Educational Assistance Act.
- Chapter 35:** Ten years from date of disability to utilize maximum of 45 months of education benefits. For spouses, twenty years from the service member's death if they died on active duty if eligible. Children of veterans may use benefits between the ages of 18 and 26.
- Chapter 1606:** 14 years from the date of eligibility and must be attending monthly unit drills.

Military Transcripts

The ACE Military Guide: The ACE (American Council on Education) Military Guide (Guide to Evaluation of Educational Experiences in the Armed Services) is on the web at: <http://www.acenet.edu/news-room/Pages/Military-Guide-Online.aspx>

The first step to claiming the credits you have earned is to request a transcript from your military service. Each service will provide unofficial personal copies and send schools an official copy of your transcript at no charge. Each service branch has their own system for recording your military education and experience credits:

Army: The Army uses the AARTS system, which automatically captures your academic credits from military training, and standardized tests. The AARTS system is available to enlisted soldiers only. <https://jst.doded.mil/jst/>

Navy and Marines: The Navy and Marine Corps use the SMART system. This system automatically captures your training, experience and standardized test scores. <https://jst.doded.mil/jst/>

Air Force: The Community College of the Air Force (CCAF) automatically captures your training, experience and standardized test scores. Transcript information may be viewed at the <https://www.airuniversity.af.edu/Barnes/CCAF/Display/Article/803247/community-college-of-the-air-force-transcripts/>

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Coast Guard: The Coast Guard Institute (CGI) requires each Service member to submit documentation of all training (except correspondence course records), along with an enrollment form, to receive a transcript. <https://www.uscga.edu/registrar/>

APPLYING FOR VETERANS' EDUCATIONAL BENEFITS

The following information provides instruction for Veterans and/or Veteran Dependents to apply for Educational Benefits for training at Mid-Del Technology Center.

I. Montgomery VA Education Benefits Active Duty Chapter 30; Post 9/11. Chapter 33; Selected Reserve Chapter 1606

A. Eligible students who have never used VA Benefits:

1. The student must complete and submit to the Department of Veteran Affairs VA Form 22-1990 which can be found online @ <https://www.vets.gov/education/apply/> .
2. When completing Form 22-1990, students must determine which chapter of benefits they are eligible to receive. Students who need assistance in determining the chapter may call the VA Benefits hotline at 1-800-827-1000.
3. Once the Department of Veteran Affairs approves Form 22-1990, they will send the student a Certificate of Eligibility. The student must bring a copy of this letter to the Financial Aid Office.
4. The student must submit to the Financial Aid Office a copy of his or her military transcript(s) as well as all transcripts from any and all post-secondary institutions attended.
5. Every student must complete an Evaluation of Previous Education and Training Form with MDTC personnel to determine if he or she will receive advanced standing or transfer credit.
6. Once the student has brought the approval letter (Certificate of Eligibility), copies of all transcripts, a copy of the VA Form DD-214, and the completed Evaluation of Previous Education and Training Form to the Financial Aid Office, the Financial Aid Office will certify the student's enrollment.

B. Eligible students who have previously used VA Benefits:

1. The student must complete and submit to the Department of Veteran Affairs VA Form 22-1995, Request for Change of Program or Place of Training, which can be found online @ <https://www.vets.gov/education/apply/> the student should also submit a copy of the completed VA Form 22-1995 to the Financial Aid Office.
2. Students who don't know which chapter they are eligible to receive can call the VA Benefits hotline at 1-800-827-1000.
3. Once the Department of Veteran Affairs approves Form 22-1995, they will send the student a Certificate of Eligibility. The student must bring a copy of this letter to the Financial Aid Office.
4. The student must also bring a copy of complete transcripts from all prior post-secondary institutions attended to the Financial Aid Office.
5. Every student must complete an Evaluation of Previous Education and Training Form with MDTC personnel to determine if he or she will receive advanced standing or transfer credit.
6. The student must bring a copy of his or her DD-214 to the Financial Aid Office.

7. Once the student has brought the approval letter (Certificate of Eligibility), copies of all transcripts, a copy of the DD-214 and the Evaluation of Previous Education and Training Form to the Financial Aid Office, the Financial Aid Office will certify the student's enrollment. Students receiving the above benefits must verify his or her attendance each month to receive monthly housing benefits.

II. Montgomery VA Education Benefits Survivors and Dependents Chapter 35

A. Eligible Students who are dependents of veterans and have never used VA Benefits:

1. The student must complete and submit to the Department of Veteran Affairs VA Form 22-5490, Dependents Application for VA Educational Benefits, which can be found online @ <https://www.vets.gov/education/apply/>.
2. Once the Department of Veteran Affairs approves VA Form 22-5490, they will send the student a Certificate of Eligibility. The student must bring a copy of the letter to the Financial Aid Office.
3. The student must also bring a copy of complete transcripts from all prior post-secondary institutions attended to the Financial Aid Office.
4. Every student must complete an Evaluation of Previous Education and Training Form with MDTC personnel to determine if he or she will receive advanced standing or transfer credit.
5. Once the student has brought the approval letter (Certificate of Eligibility), copies of all transcripts, and the Evaluation of Previous Education and Training Form to the Financial Aid Office, the Financial Aid Office will certify the student's enrollment.

B. Eligible students who are dependents of veterans and have previously used VA Benefits:

1. The student must complete and submit to the Department of Veteran Affairs VA Form 22-5495, Dependents Request for Change of Place of Training, which can be found online @ <https://www.vets.gov/education/apply/>. The student should also submit a copy of the completed VA Form 22-5495 to the Financial Aid Office.
2. Once the Department of Veteran Affairs approves VA Form 22-5495, they will send the student a Certificate of Eligibility. The student must bring a copy of the letter to the Financial Aid Office.
3. The student must also bring a copy of complete transcripts from all prior post-secondary institutions attended to the Financial Aid Office.
4. Every student must complete an Evaluation of Previous Education and Training Form with MDTC personnel to determine if he or she will receive advanced standing or transfer credit.
5. Once the student has brought the approval letter (Certificate of Eligibility), copies of all transcripts, and the Evaluation of Previous Education and Training Form to the Financial Aid Office, the Financial Aid Office will certify the student's enrollment.
6. If you're receiving DEA (The Survivors' and Dependents' Educational Assistance), **Chapter 35**, benefits and are **enrolled** in a non-college degree program (clock-hour like MDTC), you can **verify** your attendance by calling 1-888-GI BILL-1 (1-888-442-4551).

Note: At the end of each month, all chapters of Veteran benefits must verify school attendance to the Veterans Administration before payment can be issued.

The information below can also be viewed at

https://benefits.va.gov/gibill/isaksonroe/verification_of_enrollment.asp

What is enrollment verification?

Enrollment verification is a new requirement for Post-9/11 students to verify that they have remained enrolled in the same courses or training every month. Students who receive MHA/kicker payments **will have their payments withheld** if they fail to verify or report that they are no longer enrolled in their courses or training. To streamline the process, VA is providing the option to **verify enrollment easily and securely via text message**.

How do I verify enrollment?

You can verify enrollment via text or email. See more details below:

Via Text Message:

- **Opt in:** Students with a U.S. mobile phone number can use text messages as a simple, quick option for verifying monthly enrollment. As your enrollment approaches, you will receive the following opt-in text: "Post-9/11 housing and kicker payments now require monthly enrollment verification. Would you like to submit yours via text? Please reply YES or NO." **Reply "YES" to opt in.** The text message link will expire **14 days after receipt**, so please respond within that time frame.
- **Verify:** After opting in, you can verify your enrollment every month simply by responding to the following text message from VA: "Did you remain enrolled in your courses in MONTH YEAR as certified? Please reply YES or NO. If you have dropped all your courses, you must reply NO." **Reply "YES" to verify enrollment for the previous month.** If you don't reply **within 6 days**, the conversation will expire and you will need to call the Education Call Center (ECC) at 1-888-GIBILL-1 (1-888-442-4551) domestically or 001-918-781-5678 internationally to verify your enrollment.
- **NOTE:** When responding to opt-in or verification texts, it may take up to a day to receive a confirmation text in response. Be assured that your response has been received.

Enrollment verification via text message is safe and secure. VA will **never** ask for your personal information, such as social security number or bank account information, via text. VA strongly recommends text message verifications for verifying your reenrollment.

Via Email:

- If you opt out of text messages, can't verify by text, or do not have a US mobile phone number, you will be **automatically enrolled** in email verification at the email address on file with VA. **NOTE:** NCD students who previously opted out of text message verification will automatically be enrolled into email verification after January 15, 2022.
- After being opted into email verification, you will receive an email with the subject line, "Confirmation: You've been enrolled into VA's email verification!"
- On the last day of each month, you will receive an email with the subject line, "Action Required: Verify Your Monthly Enrollment". **Select "Yes, my enrollment is the same"** to verify your enrollment. After selecting your response, you will be taken to a confirmation page thanking you for verifying your monthly enrollment.
- If you don't select a response **within 14 days**, the links in your email will expire and you will need to call the ECC to verify your enrollment.
- If your enrollment status has changed, select "No, my enrollment has changed." Please contact your SCO to ensure your enrollment record with VA has been adjusted.

If you are unable to verify via text or email, you will need to contact the ECC at 1-888-GIBILL-1 (1-888-442-4551) and ask a representative to verify your enrollment. NOTE: ECC wait times may be high due to the number of students verifying enrollment each month. **If you're not sure if VA has your phone number and/or email on file**, you can also contact the ECC to update your contact information and ensure you can verify via text or email.

If you're receiving the Montgomery GI Bill® Active Duty or MGIB® - Selected Reserve, use the **Web Automated Verification of Enrollment** (WAVE) or call the toll free Interactive Voice Response (IVR) telephone line at 1-877-VA-ECERT (1-877-823-2378) to **verify** your attendance

Important VA Telephone Numbers and Websites

VA Education Benefits: 1-888-442-4551 (1-888-GI-Bill-1) to inquire about the status of your claim, when you will receive your check, or to change your address and phone numbers with the VA.

Verification (30/1606/1607): 1-877-823-2378 or <https://gibill.va.gov/wave/index.do>

VA Regional Office: 1-800-827-1000

Oklahoma Department of Veteran Affairs: <http://odva.ok.gov/>

US Department of Veteran Affairs: <https://www.vets.gov/>

Verification (Chapter 35) 1-888-442-4551 or 1-888-GI BILL-1

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