



Student Veterans Handbook



21193 Malta Road • Malta, IL 60150
815-825-2086 | www.kishwaukeecollege.edu/veteran-services

All Veterans must:

MUST: Complete a “Veterans Enrollment Certification Request Form” every semester - available at the Financial Aid Office or on the Kish College website.

Veterans receiving GI Bill Chapter 30, 33 or 1606

MUST: Verify their enrollment status on the last day of every month - by phone 877-823-2378 or at the website: www.gibill.va.gov/wave/index.do, in order to receive monthly benefits.

Office of Financial Aid/Veterans Affairs

815-825-9328

finaid@kishwaukeecollege.edu

Office Hours

Monday.....8:00 am-6:00 pm

Tuesday-Thursday.....8:00 am-5:00 pm

Friday.....8:00 am-4:00 pm

Questions About Benefits

GI Bill: (888-442-4551 • www.gibill.va.gov)

Table of Contents

General Contact Information.....	2
What Federal Benefits Am I Eligible For?.....	4-5
What State Benefits am I Eligible For?.....	6
Kishwaukee College Policies for Veterans.....	7-8
How to Get Started.....	9
VA Student Checklist.....	10
Important Resources for Veterans (off-campus).....	11
On Campus Resources.....	12

On Campus Resources

KC Enrollment Services (includes registration, Recods, and Counseling Services): Room C2100 – Phone 815-825-9375

Assistive Resources Center: Room A1317 – Phone 815-825-9467

Bookstore: Room C1110 – Phone 815-825-9445

Library: Room A1100 – 1117 – Phone 815-825-9330

Learning Skills Center (includes tutoring & writing lab): Room A1300 – Phone 815-825-9377 (tutoring) & 815-825-9379 (testing)

Business Office: Room C2140 – Phone 815-825-9400

Media Services: Room A1252 – Phone 815-825-9870

IT Help Desk: Room A1252 – Phone 815-825-9888

Campus Security: Room C2177 – Phone 815-825-9529

Public Transportation: Visit www.kishwaukeecollege.edu/services-additional-services/public-transportation or Phone 815-825-9352

Early Childhood Center (child care for ages 2 - 5): North side of B-Parking Lot – Phone 815-825-9781

Notice of Nondiscrimination

Kishwaukee College adopted procedures as part of the College's continuing commitment to an effective policy of non-discrimination and equal opportunity in all employee and/or student actions, without regard to race, color, religion, sex, age, national origin, disability status, or sexual orientation. The College will not tolerate harassment by and of its employees or students.

Disclaimer

The information in the Kishwaukee College Veterans Handbook is subject to change without prior notice or obligation.

Important Resources for Veterans:

Military Transcripts

- **Army, Navy, Marines, Coast Guard:** to request military transcripts go to: www.jst.doded.mil or at www.archives.gov/veterans/military-service-records. Through this website you can have your transcripts sent to Kishwaukee College electronically. (Free.)
- **Air Force:** to request military transcripts go to: www.AU.AF.mil/AU/barnes/ccaf/transcripts.asp and request an official copy of your transcripts. Bring the unopened copy of your transcripts to the Enrollment Services if requested.

Illinois Department of Veterans Affairs

www.illinois.gov/veterans

DeKalb County Veterans Assistance Commission

2500 N Annie Glidden Road Suite A • DeKalb, IL 60115

815-756-8129

Email: dccvac@dekalbcounty.org

Locations for Various VA Services

www.va.gov/directory/guide

Veterans Housing Authority DeKalb County

310 N 6th Street • DeKalb, IL 60115

815-758-2692

www.dekcohousing.com/find-housing/veterans

Ask a Question

Questions about your eligibility and payments under GI Bill can be directed to the website:

www.gibill.custhelp.com/app/utils/login_fomr/redirect/ask

What Federal Benefits Am I Eligible For?

There are several benefits that veterans may be eligible for and which ones you are eligible for will depend primarily on when you served.

REMEMBER: All Veterans Must complete a “Veterans Enrollment Certification Request Form” every semester and GI Chapter 30, 33 & 1606 must also verify their enrollment status on the last day of every month. For complete information, visit www.benefits.va.gov for complete information

1. Montgomery GI Bill - Chapter 30

To receive benefits under this bill, you must have:

- Completed an initial period of active duty and have received an honorable discharge.
- Provide a copy of your Notice of Basic Eligibility (NOBE) Letter.

You are eligible for:

- 36 months of eligibility
- Eligibility of benefits will last for *10 years from your date of discharge*.

2. Montgomery GI Bill - Selected Reserves - Chapter 1606

To receive benefits under this bill, you must have:

- Enlisted, reenlisted, or extended an enlistment in the Selected Reserve or National Guard after July 1, 1985 (i.e., no obligation to serve for a period of not less than 6 years.)
- Bring in the Member 4 copy of your DD-214.

You are eligible for:

- 36 months of eligibility

3. Post 9/11 GI Bill- Veterans Education Assistance Chapter 33

To receive benefits under this bill, you must have:

- Served at least 90 days of active duty *on or after* September 10, 2001.

You are eligible for:

- 36 months of eligibility.
- Eligibility of benefits last 15 years from date of discharge.
- Up to \$1,000/year book stipend (\$41.67/credit hour).
- Monthly Housing Allowance paid to student (must be enrolled more than half-time to qualify).

4. Vocational Rehabilitation & Employment (VRAE) - Chapter 31

To receive benefits under this bill, you must be:

- Entitled to receive compensation for a service connected disability at a rating of 10% or greater for veterans, 20% or more for active duty service members.
- Discharged from active duty under conditions other than dishonorable.
- Pursuing education that leads to employment.

In addition to education & training benefits, you are eligible for:

- Counseling services in the VRAE program located in the Chicago Office.

5. Survivors & Dependents Educational Assistance Program - Chapter 35

To receive benefits under this bill, you must be:

- The Spouse or dependent children (ages 18-26) of deceased veterans or 100% disabled veterans eligible. The veteran's death or injury must be service related.

You are eligible for:

- 45 months of benefits.

6. Frye Scholarship

To receive this scholarship, you must be:

- Benefit is available to the children and surviving spouses of service members who die in the line of duty after Sept. 10, 2001.

Eligible for:

- Entitled to 36 months of benefits at the 100% level.
- Have 15 years to use the benefit.

VA Student Checklist

- _____ Meet with academic advisor and register for classes.
- _____ If not already completed) Apply for Federal VA benefits at www.ebenefits.va.gov/ebenefits/vonapp (Pages 4-6)
- _____ (If not already completed) Apply for State VA benefits at www.ISAC.org (Page 7)
- _____ Turn in all military transcripts and transcripts from previous institutions.
- _____ Complete and submit Kish Veteran's Enrollment Certification Request to Kish Financial Aid/Veterans Affairs Office.
- _____ ****New Students** must provide Certificate(s) of Eligibility.
- _____ Students who have used benefits at another college must complete a Change of Program/Place form (VA Form 22-1995) and return to Kishwaukee College Financial Aid Office.
- _____ **Sign up for a payment plan once certification request is turned in.** (This will hold classes while benefits are being processed.)
- _____ If you receive monthly benefits, remember to call each month to ensure you will continue receiving those benefits.
- _____ Continue to check your Kish email, MyKC, and Bulletin boards for updates on your benefits, other information, and events that may be of importance or interest.

Getting Started Steps for Veterans

To get started as a Kishwaukee College student is similar for Veterans and non-veterans. As a Veteran, you will have a couple extra steps!

1. If you are a new student to Kishwaukee College, apply for admission to KC by completing an enrollment application form or "New Student Information Form." This form can be completed online on the College website or in the Enrollment Services Office (C2100).
2. Apply for federal and state benefits through the respective agencies. (Pages 4-7)
3. Get started with a counselor to discuss your career goals and register for classes.
4. Once registered, check in with the Financial Aid /Veterans Assistance Office to complete your Veterans Enrollment Certification Request form. Remember: you will fill out this form EVERY semester!
5. Once all information is turned into the Financial Aid/Veterans Affairs office, certification of your courses can be completed.

You will also need to provide:

- A copy of your letter of eligibility from the VA or State of IL.

If you have attended another school and used your benefits, you will need to:

- Complete VA form 22-1995 with Kishwaukee College.
- Provide your official transcripts to the Records Office to be evaluated and a Member 4 copy of your DD-214.
- If you are attending another institution and completing some courses simultaneously, you will need to provide a "Parent Letter" from the other institution.

What State Benefits am I Eligible For?

1. Illinois Veteran Grant (IVG)

To receive benefits under this bill, you must have:

- Entered the service from the state of Illinois.
- Returned to Illinois within six (6) months after discharge.
- Served at least one full year of active duty.
- Received an Honorable discharge.

You are eligible for:

- Tuition and some fees to the school.

Application available at www.isac.org

2. Illinois National Guard Grant (ING)

To receive benefits under this bill, you must have:

- Participated in an Illinois National Guard unit for at least one year.

You are eligible for:

- Tuition and some fees to the school.

Apply at www.isac.org

3. MIA-POW State Grant

To receive benefits under this bill, you must be:

- Dependent of a service person who was a resident of Illinois upon entering the service and whose status is or has been: prisoner of war/missing in action, killed while in the services or died as a result of a service related disability, or is 100% disabled.

You are eligible for:

- Tuition and some fees to the school.

For more information: 217-782-3564

If you would like to receive benefits as a student at Kishwaukee College: you must present your letter of eligibility to the Financial Aid/Veterans Assistance Office before your grant can be activated.

Kishwaukee College Policies for Veterans

Enrollment Status

Fall and Spring Semesters

Full-time	12+ credit hours
Three-quarter time	9-11 credit hours
Half-time	6-8 credit hours
Less than half-time	5 or less credit hours

Summer Semesters

	College Purposes	Financial Aid Purposes (FAFSA)
Full-time	6+ credit hours	12+ credit hours
Three-quarter time	5 credit hours	9-11 credit hours
Half-time	3 credit hours	6-8 credit hours
Less than half-time	1-2 credit hours	5 or less credit hours

*Summer semester sessions are reported according to the dates of enrollment.

NOTE: VA payments may vary based on length of course.

Standards of Academic Progress

Students must maintain academic standards to use their state and federal benefits. KC follows the same standards and academic procedures for ALL students (including students using VA benefits). This is explained on pages 7 and 8 of the Kishwaukee College Financial Aid Handbook. Students with *unsatisfactory academic progress* will be ineligible to use their state and /or federal benefits.

Withdrawing From Classes

If you do not plan to attend the classes you register for, you must *officially withdraw* from those classes. To withdraw from a class or classes, go to Enrollment Services Office (C2100) and complete a withdrawal form. You must also notify the Financial Aid/Veterans Affairs Office at Kishwaukee College.

**Failure to officially withdraw from a class may result in your receiving benefit pay for classes you are not attending. Overpayment can mean that you will have to repay the VA.*

NOTE: All *Withdrawals* from classes must be reported to the VA for students who have the Montgomery GI Bill. If you have to withdraw from classes and you feel you have extenuating circumstance, please stop by the Financial Aid/Veterans Affairs Office. The VA will take this into consideration when they adjust your pay and process your withdrawal. This may prevent you from being in overpayment for your GI Bill.

Called Up to Active Duty

If you are called up for active duty, please contact the Financial Aid/Veterans Affairs Office at Kishwaukee College before you leave, by calling 815-825-9328 or email finaid@kishwaukeecollege.edu

- We will need a copy of your orders.
- Once verified your classes will be processed as a “drop” (this would not be Withdrawal) and your education benefits pay will stop as of the drop date.
- You will not have to repay any money already received from your GI Bill during the semester.

If you do not follow the above instructions, you may owe money back to the school and/or the Department of Veteran’s Affairs.