ECU Veterans Agreement

As a Veteran or Dependent of a Veteran who is eligible for educational benefits through the Veteran's Administration, I understand and agree to the following conditions:

1. OFFICIAL TRANSCRIPTS:
   a. East Central University (ECU) will have on file in the Office of Admissions and Records, OFFICIAL transcript(s) from all colleges/universities I have previously attended. If I am a Veteran, I will also supply a copy of my Military transcript. I understand these records must be on file BEFORE certification is forwarded to the Veteran’s Administration Regional Office (VARO).
   b. All transcripts will be evaluated and equivalent credit applied to a major degree program I have selected at ECU. I understand that I will not receive VA benefits for a course I have previously completed and a grade received, regardless of when the course was completed and/or who paid for the course.
   c. If a repeat course is detected, I will be notified by the Veterans Certification Office that I am enrolled in a repeat course and will not receive education benefits for those hours.

2. MAJOR DEGREE:
   a. An ECU degree plan must be selected and I will pursue ONLY courses or prerequisites which lead to the predetermined objective.
   b. Any changes in my degree plan must be documented and approved before certification can be completed and forwarded to VARO. Additional paperwork must be completed in the Veterans Certification Office if I am changing my major or minor.
   c. Adjustments will be made in my training time if I enrolled in course(s) not required of the degree objective and/or are not supported by documentation. If I am enrolled in course(s) that are not required, I understand that I will not be certified for those hours.

3. INTAKE SHEETS:
   I must submit an intake sheet to the Veterans Certification Office at the time of my enrollment each semester. I understand that pre-enrollment and the completion of an intake sheet will allow for certification to the VARO on the earliest date possible. If I change or plan on changing my major, I must complete the appropriate VA Change of Major Form in the Veterans Certification Office.

4. KICKER PAY (Only Chapter 1606/1607 National Guard/Reservist) AND OTHER PAPERWORK:
   If I am approved to receive additional monthly benefits because of a kicker program, I must supply a copy of all appropriate paperwork to the Veterans Certification Office at the time my original Application for Benefits is submitted. Other paperwork is required for different chapters.

5. PAYMENT OR REPAYMENT OF FEES:
   I understand that all veterans except Chapter 31 and 33 students are responsible for paying their tuition and fees. It is ECU policy that students will not be cancelled for non-payment. After having enrolled, if I find I am unable or will not be attending class, it is my responsibility to cancel my enrollment in writing immediately in the Office of Admissions and Records. I understand I may be liable for all tuition and fees if I do not cancel enrollment prior to the first official day of classes. Chapter 33 recipients will be required to reimburse all tuition and fees paid by the VA for classes not successfully completed (F, W, AW, NP, or I).
6. UNSATISFACTORY PROGRESS:
Unsatisfactory progress includes, but is not limited to: non-attendance, class participation, completed homework, taking exams on time, failure to pursue the course satisfactorily, etc. or not progressing satisfactorily at a rate that will permit graduation within an approved length for the program.
   a. If I am reported by an instructor as NOT MAKING SATISFACTORY PROGRESS in a course, I may be officially withdrawn from the course by the university and my time adjusted and reported to VARO.
   b. When it becomes evident that my degree objective cannot be completed in the approved length of time, VARO will be notified that I am not progressing satisfactorily.
   c. If my class attendance is in question, I will grant permission for the ECU Veterans Certification Office to communicate with my instructors concerning my attendance and class status.
   d. If I am enrolled in a course which I have previously dropped or failed, I may not receive VA educational benefits for this course.

7. WITHDRAWAL FROM A COURSE:
My benefits may be terminated as of the first day of class if I withdraw or I am withdrawn by the university from a course during or after the scheduled ADD/DROP period unless mitigating circumstances exist. Mitigating circumstances are those which directly hinder my pursuit of a course and are judged to be beyond my control. If this is the situation, I will correspond directly with VARO who will review my case on an individual basis and determine what date VA benefits will be terminated for the course. I understand that I must notify the Veterans Certification Office immediately if I make a change (Drop/Add/Withdraw) to my schedule.

8. ADVANCE PAY:
Advance Pay may be requested by Veterans or Dependents who are using their educational benefits for the FIRST time, or continuing Veterans or Dependents that have a break of 30 days or more between semesters. I understand that it will take 6 to 8 weeks or MORE to process the request. The University will receive the Advance Pay and notify me when it arrives. If Advance Pay is received and my course load is reduced, I will be RESPONSIBLE for repayment of any and all overpayments by the VA.

9. MOBILIZATION/DEPLOYMENT:
If I am mobilized or deployed, I understand that I must notify the school and bring a copy of my orders to the Veterans Certification Office. My options will be discussed at that time.

10. BREAK PAY:
I understand that I will not receive pay for days when school is not in session between semesters.

I HERBY CERTIFY THAT I HAVE READ AND UNDERSTAND THE ABOVE STATEMENTS.

__________________________________                   _____________
Student Signature                                                           Date

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