Auburn University Federal Educational Benefit Recipient

STATEMENT OF UNDERSTANDING
Revised: Aug 2015

<table>
<thead>
<tr>
<th>Student Name (Last, First, MI)</th>
<th>Auburn ID Number: 90</th>
</tr>
</thead>
<tbody>
<tr>
<td>By signing this Statement of Understanding, I am indicating that I understand that all GI Bill benefits are subject to approval by the Federal Department of Veterans affairs (VA) and that I must meet all requirements determined by the VA in order to receive such benefits. I also understand that Auburn University (AU) Veterans Resource Center (VRC) is a liaison between me and the VA, and that the AU VRC works for Auburn University, not the VA. I understand that the AUVRC DOES NOT GUARANTEE PAYMENT, and that if I have issues with approval of benefits or the amount of money allocated to me by the VA, I may seek assistance from the AUVRC. Finally, I understand that any educational benefit issues, aside from the correction of hours and/or fees being reported to the VA, are outside the purview of the AUVRC and must be adjudicated through the VA.</td>
<td></td>
</tr>
</tbody>
</table>

ALL STUDENTS USING FEDERAL GI BILL BENEFITS

Contact Information
I understand that should I experience any issues with my GI Bill benefits, I will contact the AUVRC office first. If the AUVRC is unable to assist me with my issue(s), I will contact the National Call Center located in the VA Regional Office in Muskogee, Oklahoma at (888) 442-4551, or at www.benefits.va.gov for disposition. To view your reply via email, you must return to www.benefits.va.gov for the reply. Initials _____

Checklist
I understand that I must complete all required forms as stipulated by my GI Bill checklist, and turn them into the AUVRC as a complete package before I can receive VA benefits at AU. Initials _____

Residency Status
Per federal and state law, military status, of any kind, does not automatically make you eligible for in-state tuition in the state of Alabama. Please inquire at the AUVRC as to whether or not you may qualify for a waiver, or if you feel you meet the in-state qualification requirements then contact the Residency Office in Langdon Hall. Initials _____

Coursework
I understand that my veterans educational benefits will only pay for coursework REQUIRED as part of my academic program as core subjects or approved electives. My degree program is my major on record with the auburn University Registrar Office and is reflected in my student record. Furthermore, I realize that it is my responsibility to know what classes count towards my degree. If I should take classes outside my degree’s curriculum, it will be at my own expense. All Graduate students must set up and follow their Graduate Plan of Study or temporary plan of study before courses can be approved for VA purposes. Initials _____

Academic Advisor (AA) Approval of Schedule
I understand that my schedule will be approved by my designated academic advisor, may not always be my advisor in my degree program. It is the academic advisor that is authorized to approve class schedules for VA pay purposes. I understand that it is my responsibility to contact my academic advisor and to know what classes count toward my degree program and those that do not. Graduate Students must follow their respective Graduate Plan of Study. Initials _____

Minors
**VA Educational Benefits DO NOT Pay for Minors**
I understand that unless a minor is explicitly mandated in my curriculum for my chosen degree, the VA will not finance the pursuit of a minor. However if applicable, I may obtain a minor through the creative use of required electives with the approval of my academic advisor. If I decide to pursue a non-compulsory minor, I will first contact the AUVRC to determine any financial obligation on my part arising from the pursuit of the minor. Initials _____

Double/Dual Majors
I understand that the VA may pay for more than one major at a time (double/dual majors), but only if the two degrees are in related areas, lead to a certain career field or employment specialty, and are published in the University Bulletin. I understand that additional paperwork will be required and advanced notice will need to be given to the AUVRC to ensure the degree combination meets both the VA and AU guidelines. Failure to meet these requirements will result in the suspension or denial of benefits and/or require repayment of benefits already received in one or both majors. Initials _____
Change of Major
I understand that should I chose to change my major, I MUST notify the AUVRC immediately and provide an Academic Advisor letter (posted on www.auburn.edu/veterans) and a curriculum reflecting the new major change. It is usually best to change your major in a future term. Failure to complete the required VA forms and paper work will suspend or terminate your VA educational benefits.

Transient and Study Abroad Students
I understand that should I choose to study outside AU at another school or college as a guest student I MUST provide the AU-VA office a copy of Departmental and Registrar approved “Complete and Auburn Transient Form”. For Auburn Study Abroad I understand I MUST contact the AUVRC at the earliest time possible to coordinate use of my benefits. Approved Auburn Study Abroad paperwork e.g. Auburn University study abroad forms and course description(s) dates and subjects covered are required. Courses taken during Auburn study abroad MUST be an Auburn Study Abroad Program (Auburn Faculty Run) and for required degree course(s) for your major, not elective courses. Not all study abroad programs are approved for VA pay purposes. Non AU study abroad programs are not authorized the use of VA benefits. See the AU VA Office for more information and instructions.

VA Not Dependable
I understand that I should NOT depend on my VA payments for any vital living expenses (rent, car payment, University Bursar Bills etc.). While VA payments should come on a regular basis, this is not guaranteed by the AUVRC or the VA Regional Office.

Possible Waiting Period
I understand that my benefits will be processed over a period of time by the Regional VA Office in Muskogee, OK. I also understand that it may take several weeks, after Auburn has sent my enrollment certification information before I will begin to receive any VA funds.

Address Change
I understand that if I have a change of address, I must give the AUVRC my new address information to ensure the proper delivery of VA and AUVRC correspondence.

Alabama GI Dependent Scholarship Program (Alabama VA State Benefit)
The AUVRC does not process the AL GI Dependent Scholarship Program. However, a student is entitled to use this state benefit in conjunction with their Federal GI Bill benefits. To use the state benefit, please contact Jennifer Walden, Mary Martin Hall, Bursar billing office at (334) 844-3769.

CHAPTER 33 (POST 9/11) DETAILS AND IMPLEMENTATION

Ordering Tuition and Fees: The AUVRC initially certifys each student for BAH and Books allowance only. This generates a letter to you from the VA that states that, “Au did not charge you tuition and fees.” This simply means that the tuition and fees have not been ordered from AU at that time. Tuition and fees will not be requested from the VA until AFTER the semester’s schedule adjustment period has ended. Example: 6th class day for Fall & Spring terms and 5th day for Summer terms.

University Bursar Bill
I understand that AU will post a Save Schedule Memo of $0.01 (a place holder-not a payment) on my bill that prevents payment from being due on the condition that I am approved to receive benefits from the VA. Once the AUVRC requests the tuition/fees payment from the VA (see above), you will see your Save Schedule Memo of $0.01 turn into the amount we estimate the VA will pay AU. Once AU has received your tuition/fee payment from the VA (sometime AFTER the 6th class day) the funds will be applied towards the charges on your bill and any remaining funds will be issued to you as a credit balance via direct deposit. Should I acquire any other financial aid (e.g. scholarships, loans, grants) I understand that these funds will be applied towards my charges, regardless of the fact that we expect payment of all or a portion of your tuition and fees from the VA and that there is a VA memo on your bill.

Scholarships
I understand that any and all scholarships I receive MUST BE REPORTED TO THE AUVRC. The AUVRC must maintain a copy of the award letter(s) that outline the stipulations of the scholarship. If the stipulations state the scholarship is to be allocated directly for tuition and fees, only for tuition and fees, and/or solely for tuition and fees, then the funds shall be taken into consideration when determining the amount of tuition and fees requested from the VA. The scholarship amount shall be deducted from the VA eligible tuition and fees payment and any remaining balance will be paid through the VA.
University and/or Outside Waivers, Grants, or Fellowships

I understand that any waivers, grants, or fellowships I receive **MUST be reported to the AUVRC**. Any tuition/fee waivers or funds that are designated for tuition/fees will be considered when determining the amount of your tuition and fees requested from the VA. Further I understand that any tuition/fee designated waiver, grant, or fellowship will be deducted from the VA eligible tuition and fees payment and any remaining balance will be paid through the VA. **NOTE:** Title IV aid (e.g. Pell grant, Stafford Loan etc.) does not affect your GI Bill. You can receive both.

Initials _____

Overpayment of Benefits

The student is responsible for any overpayment incurred as a result of a failure to complete any course, courses not required for an approved study plan, or eligible electives for which the student received VA payment. In any case, the University’s established refund policies will be followed and the student will still be responsible to both the University and the VA for any overpayment made, or indebtedness incurred by the student. **TUITION AND FEES ARE PAID TO THE UNIVERSITY ON BEHALF OF THE STUDENT AND ANY OVERPAYMENT WILL BE CHARGED TO THE STUDENT.**

Initials _____

Basic Allowance for Housing (BAH) Rates

BAH is paid directly to the financial institution provided on the application for benefits (VA 22-1990/E), and are based on the CURRENT DoD BAH rate for the Auburn, Alabama area (zip 36801) at the E-5 (with dependent) rate. Current BAH rates can be found at www.defensetravel.dod.mil/site/bahCalc, and are paid as follows:

### Undergraduate Course Load (Full Time ≥ 12 Hours)

<table>
<thead>
<tr>
<th>Total Hours</th>
<th>12</th>
<th>11</th>
<th>10</th>
<th>9</th>
<th>8</th>
<th>7</th>
<th>6</th>
</tr>
</thead>
<tbody>
<tr>
<td>BAH Rate</td>
<td>100%</td>
<td>90%</td>
<td>80%</td>
<td>75% rounded UP to 80%</td>
<td>70%</td>
<td>60%</td>
<td>0%</td>
</tr>
</tbody>
</table>

### Graduate Course Load (Full Time ≥ 9 Hours)

<table>
<thead>
<tr>
<th>Total Hours</th>
<th>9</th>
<th>8</th>
<th>7</th>
<th>6</th>
<th>5</th>
<th>4</th>
</tr>
</thead>
<tbody>
<tr>
<td>BAH Rate</td>
<td>100%</td>
<td>90%</td>
<td>80%</td>
<td>60%</td>
<td>60%</td>
<td>0%</td>
</tr>
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Notes:

- Full time will be determined by the Graduate School or Department for special programs such as Executive MBA & Physician’s MBA.
- Distance Learning Students will receive the national BAH average and will not be identified by their specific address of residence or Auburn University address
- Distant Learning Graduate Students who attend classes on campus for 2 or more days per term will receive BAH as an in-state resident student attending on campus classes.

Initials _____

Breaks Between Terms and Monthly Prorated BAH

I understand that all breaks between academic semesters are periods in which the VA WILL NOT PAY BAH. I understand that the beginning period of each semester will be the first day of class and the last day of the semester will be the last day of exams at the University. The months beginning and ending the semester are months in which will only receive BAH for the days school was in session. Any days outside of that will not be covered. BAH payments are prorated based on the number of days actually in school during that term for any given month and is paid in arrears. Example: August 17 is the beginning of the Fall term and is only 2 weeks long. As such, the student will receive 2 weeks of BAH on September 1st.

Initials _____

Chapter 33 Book Allowance

The VA has established the book allowance to be $41.67 per approved hour not to exceed $1000 per year, and is deposited in the the financial institution provided on the application for benefits (VA 22-1990/E). Example: Student is registered for 12 approved hours for the Fall term. As such, the student would be entitled to $41.67 X 12 = $500 and would only be eligible for $500 of remaining book fees for that year.

Initials _____
**Federal Tuition Assistance (TA) and Chapter 33 Benefits**
Active duty and National Guard/Reserve students **cannot** receive tuition assistance and CH 33 educational benefits at the same time for the same courses. Example: If TA has been used to pay for tuition and fees, then there will be no tuition and fee balance to be paid by the VA, and vice-versa. There must be a tuition and fee bill for the student to have either of these programs to pay for the tuition and fees. **If there is an unpaid portion of the bill that was not covered by TA, then the VA will pay “Top-Up” to cover the unpaid portion.**

**Kickers Previously Used the Montgomery GI Bill (MGIB) and MGIB-SR**
Individuals eligible for kickers under other benefits may receive the KICKER under CH 33. The monthly kicker amount will be prorated based on the individual’s rate of pursuit. Payments of kickers will be issued in a lump sum directly to the student each term the student is eligible for benefits and entitled to a monthly housing allowance. The AUVRC cannot assist you with your kicker and as such, you must contact the VA Regional Office directly.

**STUDENT VETERANS ONLY**

**Prior Federal Benefits**
I understand that if I have received educational benefits through one of the following programs listed below, I may be required to have served a period of time in reimbursement for said benefit outside the time required to receive the GI Bill. I also understand that any time for such a benefit must have been satisfied prior to the service commitment period necessary for receiving my current GI Bill benefit. I will resolve any issues regarding the matter with the Department of Veterans Affairs (VA) and will inform the AUVRC of the resolution prior to using any further educational benefits at AU.

<table>
<thead>
<tr>
<th>I have received one of the following benefits (initial all applicable answers):</th>
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<tbody>
<tr>
<td>Military Academy Graduate</td>
</tr>
<tr>
<td>ROTC Scholarship</td>
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<tr>
<td>College Loan Repayment Program</td>
</tr>
</tbody>
</table>

**ALL STUDENTS**
I have read and understand all matters outlined above. My initials indicate that I understand the material in each statement, and if I should have any questions, I can be individually briefed on the matter or given an opportunity to ask more questions regarding it. My signature neither contractually obliges me to follow any given material in this agreement or briefing, nor does it waive any right to challenge the information stated above. My signature only signifies that I have received this material and may have had a detailed briefing of the information listed above. I officially acknowledge that I have read said material and/or have received a briefing on these items.

Student’s Signature __________________________                      Date  ______________