

Western Illinois University Resource Guide for Veterans and Military Personnel



**WESTERN
ILLINOIS
UNIVERSITY**

Veterans and Military Personnel

Western Illinois University ranks in the top 15 percent of all colleges, universities and trade schools serving their veterans and military personnel. Our designation as a Military Friendly School is clearly evidenced by one of the first dedicated resource centers in the State of Illinois specifically designed to meet the needs of our military personnel and veteran student population.

The Veterans Resource Center is committed to assisting those who have served or are currently serving in the U.S. military, and their family members. In collaboration with an array of University departments and community organizations, the center provides coordinated services and resources in a one-stop location to ensure that all military service members are afforded the greatest opportunities for success.

The center staff strives to provide a streamlined approach to helping veterans and military personnel obtain educational and military transcripts; and complete applications for the G.I. Bill, Illinois Veterans Grant, Illinois National Guard Grant, Illinois MIA/POW Scholarship, Federal Tuition Assistance, and Federal Student Aid Programs. Individualized assistance in additional areas include, but are not limited to: questions regarding periods of military activation and deployment; obtaining appropriate housing accommodations; requesting military records; and acquiring community living information, outreach services, and health benefits.

The Veterans Resource Center serves distance learning students, and students attending both the Macomb and Quad Cities campuses. Additional contact information is listed below.

Kathy Meyers
Veterans Resource Center
1 University Circle • Macomb, IL 61455
Phone: (309) 298-3505 • Fax (309) 298-3509
Email: VeteransResources@wiu.edu

There are two locations serving veterans and military personnel at the Quad Cities Campus.

Curtis Williams
WIU-QC Admissions
3300 River Drive, Moline, IL 61265
Phone:(309) 762-3999, ext. 62236 • Fax (309) 762-8980
Email: CM-Williams11@wiu.edu

Jacquelyn Holan
Rock Island Arsenal
3561 60th Street • Moline, IL 61265
Phone: (309) 762-3999, ext. 62313 • Fax (309) 762-6989
Email: JA-Holan@wiu.edu

Equal Opportunity and Access

Western Illinois University is an Affirmative Action and Equal Opportunity employer with a strong commitment to diversity. In that spirit, we are particularly interested in receiving applications from a broad spectrum of people, including, but not limited to, minorities, women and individuals with disabilities. WIU has a non-discrimination policy that includes sex, race, color, sexual orientation, gender identity and gender expression, religion, age, marital status, national origin, disability, or veteran status.

Admission Policy for Veterans and Military Personnel

Veterans returning from at least one year of active military service who have received an honorable discharge will be admitted to Western Illinois University without regard to previous academic performance provided Western is the first school the veteran attends after leaving the service. Applicants in this category are required to have graduated from a recognized high school or to have earned a High School Equivalency Certificate. Applicants who have earned 0-23 credit hours at the college level must submit official high school transcripts and college transcripts (if applicable). Applicants who have earned 24 or more credit hours at the college level must submit official copies of college transcripts. Veterans must also submit a Member 4 copy of their DD-214 to the Office of Admissions.

Admission Procedures for Concurrent Admissions Program (ConAP)

ConAP is a program for students who are planning to enlist directly into military service after high school or community college. Sponsored by the U.S. Army Recruiting Command and the Servicemembers Opportunity Colleges, this program allows individuals to seek admission to a college or university at the same time they enlist in the Army or Army Reserve. Enrollment is deferred until completion of active military service. The student must meet admission and degree requirements of the catalog in effect at the time of enrollment in classes at Western. In addition, veterans must submit a Member 4 copy of their DD-214 to the Office of Admissions. Enrollment of a ConAP student who has attempted college coursework elsewhere is subject to academic performance standards stated in the catalog. A ConAP student receiving less than an honorable discharge must meet regular freshman and/or transfer admission requirements. For additional information, contact the Office of Admissions.

Credit for Military Training

Veterans who have served one full calendar year (or more) full-time active duty and received an honorable discharge may be awarded 8 semester credit hours toward their degree. The 8 semester credit hours include 2 semester credit hours Personal Health Promotion (HE 120), 4 semester credit hours Military Science elective, and 2 semester credit hours Kinesiology elective. Veterans who may be eligible to receive 8 semester credit hours must present a Member 4 copy of their DD-214 to the Office of Admissions.

Veterans who have served in the National Guard or Reserves with less than one year of continuous active service may be awarded 4 semester credit hours toward their degree. The 4 semester credit hours include 1 semester credit hour Military Science elective, 2 semester credit hours Personal Health Promotion (HE 120), and 1 semester credit hour Kinesiology elective. A Member 4 copy of the DD-214 must be submitted to the Office of Admissions to be eligible for this credit.

Veterans or reservists may be eligible to receive additional transfer credit for specialized military training. One of the following applicable documents must be submitted to the Office of Admissions to receive this credit. Unofficial copies or transcripts printed from the Internet cannot be accepted. Information describing how to obtain an official AARTS, SMART, CCAF, or Coast Guard transcript is listed on the following page.

AARTS - Army, National Guard, and Army Reserve

An official copy of the AARTS Transcript may be requested online at <https://aartstranscript.army.mil/RequestTranscript.aspx?reqtype=ot>.

SMART - Marine Corps and Navy

An official copy of the SMARTS Transcript request form may be requested online at <https://smart.navy.mil/smart/welcome.do>.

CCAF - Air Force

The Community College of the Air Force Transcript Request form is located at https://augateway.maxwell.af.mil/ccaf/stu_svcs/transcriptrequest/index.asp.

USCG - Coast Guard

The Official USCG Transcript Request form may be obtained at the Veterans Resource Center or online at http://www.uscg.mil/hq/cgi/forms/CG_Form_1561.pdf. The completed form may be signed and faxed to (405) 954-7249, emailed to CGI-PF-ed_transcripts@uscg.mil or mailed to:

Commanding Officer (ve) (405) 954-7249
USCG Institute
5900 SW 64th St., Rm 228
Oklahoma City, OK 73169-6991

Veterans Education Benefits - GI Bill

The Department of Veterans Affairs (DVA) makes all determinations of a student's eligibility for education benefits. Individuals applying for GI Bill benefits should allow a minimum of 6-8 weeks after submitting application for benefits and all supporting documents to the DVA before receiving notification of eligibility.

Application Process for Education Benefits (Chapters 30, 33, 1606, and 1607)

1. Complete and submit VA Form 22-1990, Application for VA Educational Benefits online at <http://vabenefits.vba.va.gov/vonapp/main.asp>.
2. Complete B/R GI Bill Information on STARS every semester benefits are to be received.
3. Students receiving Chapter 30 (Montgomery GI Bill Active Duty), Chapter 1606 (Montgomery GI Bill Selected Reserve Program), and Chapter 1607 (Reserve Educational Assistance) benefits must verify their enrollment the last day of each month (or after) with the DVA by calling (877) 823-2378 or online at www.gibill.va.gov/wave/index.do.

Chapter 30 Montgomery GI Bill (Active Duty) - Educational assistance is available to individuals who have an honorable discharge and meet additional eligibility criteria as determined by the DVA. This program provides up to 36 months of educational benefits. Generally, benefit entitlement ends 10 years following the release from active duty.

Effective October 1, 2011, the basic monthly rates for institutional training (for those completing an enlistment of three years or more) are as follows:

Full time	\$1,473.00
¾ time	\$1,104.75
½ time	\$ 736.50
¼ time or less	\$ 368.25*

* Tuition and fees only - payment cannot exceed this amount.

Chapter 1606 Educational Assistance (Selected Reserve Program) - Educational assistance is available to individuals who are members of the Selected Reserve, which includes the Army, Navy, Air Force, Marine Corps, and Coast Guard. This educational assistance is also available to members of the Army National Guard and Air National Guard. Reservists may be entitled to receive up to 36 months of educational benefits. Generally, benefit entitlement ends 14 years from the date of eligibility for the program. Effective October 1, 2011, the basic monthly rates for institutional training are as follows:

Full time	\$345.00
¾ time	\$258.00
½ time	\$171.00
Less than ½ time	\$ 86.25*

* Tuition and fees only - payment cannot exceed this amount.

Chapter 1607 Reserve Educational Assistance (REAP) - Educational assistance is available to individuals who are members of the Reserve components called or ordered to active duty in response to a war or national emergency (contingency operation) as declared by the President or Congress. The Department of Defense and the Department of Homeland Security will determine who is eligible for this program.

The basic monthly rate varies depending on the length of the training time and the type of training. Effective October 1, 2011, the basic monthly rates for institutional training are as follows:

Training Time	90-364 Days	1 Year +	2 Years +
Full time	\$589.20	\$883.80	\$ 1178.40
¾ time	\$441.90	\$662.85	\$ 883.80
½ time	\$294.60	\$441.90	\$ 589.20
¼ time	\$147.30*	\$220.95*	\$ 294.60*

* Tuition and fees only - payment cannot exceed this amount.

Chapter 33 Post-9/11 GI Bill - Financial support is available for education and housing to individuals with at least 90 days of aggregate service on or after September 11, 2001, or individuals discharged with a service-connected disability after 30 days. Individuals who may qualify for more than one education program may or may not want to enroll in the Chapter 33 program until exhausting other program benefits. Prior to applying for education benefits, each potential applicant is encouraged to complete a thorough benefit comparison of eligibility through each program because the decision to apply for the Post-9/11 GI Bill is irrevocable. To obtain additional information, visit www.va.gov. Department of Veterans Affairs representatives may be consulted to discuss benefit eligibility by telephoning (888) GI-BILL-1 or (888) 442-4551.

Chapter 35 Survivors' and Dependents' Educational Assistance (DEA) - Educational assistance is available to eligible dependents of certain veterans. This program provides up to 45 months of educational benefits. Eligible dependents must complete the online application for Dependent's Educational Assistance, VA Form 22-5490, which is available at <http://vabenefits.vba.va.gov/vonapp/main.asp>. The basic monthly rate varies depending on the types of training. Effective October 1, 2011, the basic monthly rates for institutional training are as follows:

Full time	\$957.00
¾ time	\$718.00
½ time	\$476.00
¼ time	\$239.25

Chapter 31 Vocational Rehabilitation - Veterans with a service connected disability may be eligible for vocational rehabilitation services by the DVA. The online application, VA Form 28-1900 is available at <http://vabenefits.vba.va.gov/vonapp/main.asp>. These individuals must contact their Veterans Benefits Administration's Vocational Rehabilitation and Employment Counselor, who will notify the Billings and Receivables Office of each veteran's eligibility.

Academic Reporting

In addition to certifying the class schedule, the Billings and Receivables Office is required to report changes, such as when a student drops below full-time, three-quarter time, half-time, or one-quarter time, receives an unsatisfactory non-punitive grade, is academically dismissed, or is suspended.

Concurrent Enrollment

If a student is obtaining his or her degree at Western and is completing a course at another institution, he or she may be eligible for GI Bill Education Benefits. Consult with the Billing and Receivables Office to complete the specific procedures for eligibility determination. Completion of a new Application for VA Education Benefits or a Change of Program/Change in Program may cause a delay in receipt of DVA payments.

The Billings and Receivables Office is responsible for submitting class certifications for the GI Bill Education Benefits programs to the Department of Veteran Affairs.

Western Illinois University does not make any eligibility determinations as to the receipt or dollar amounts of any funds received by the Department of Veterans Affairs, the Illinois Student Assistance Commission, or the U.S. Department of Education.

Illinois Department of Veterans' Affairs

The Illinois Department of Veterans' Affairs has a Veteran Service Office located in the National Guard Armory at 135 W. Grant Street in Macomb. The office hours are 8:00 AM – 4:30 PM each weekday. In cooperation with the Department of Veterans' Affairs, a Service Officer will maintain office hours one day every other week at the Veterans Resource Center in Macomb during the academic year. The Illinois Department of Veterans' Affairs Service Officers will assist veterans with any VA concern including; but not limited to, VA medical care applications and applications for service-connected disability compensation. The telephone numbers are (309) 837-5838 or (309) 836-2243.

Additional Financial Assistance Programs

Illinois Veterans Grant (IVG) – Veterans who have served at least one year of federal active duty service in the Armed Forces of the United States; or served on federal active duty service in a foreign country during a time of hostilities in that country and were honorably discharged after each period of federal active duty service; and/or are honorably serving may be eligible for the IVG Program. Any member of the Illinois National Guard or a Reserve component of the Armed Forces of the United States who meets the eligibility requirements is considered a qualified applicant for the IVG Program. Qualified applicants are encouraged to submit an Illinois Veterans Grant Program Application if they anticipate attending college at any point in the future. While program eligibility can be confirmed for qualified applicants at any time, funds will be disbursed only for terms in which eligible participants are enrolled at an Illinois public college or community college. Applicants are responsible for meeting all deadlines as specified by the Illinois Student Assistance Commission.

The IVG pays eligible tuition and mandatory fees. Veterans who qualify for both the Illinois Veterans Grant and the Montgomery G.I. Bill may receive benefits from both programs during the same academic year. For additional eligibility criteria, or to apply for the Illinois Veteran Grant, a printed application may be obtained at the Veterans Resource Center, or visit the College Zone website at http://www.collegezone.com/media/F103_E_IVG.pdf. This program is coordinated by the Financial Aid Office.

Illinois National Guard Grant (ING) - Members of the Illinois National Guard may be eligible to receive the Illinois National Guard (ING) Grant. This grant may pay for eligible tuition costs and certain fees for undergraduate or graduate study. The ING grant can be used for a maximum of the equivalent of four academic years of full-time enrollment. Illinois National Guard Members may complete an online application at <https://portal.isac.org/web/guest/ing>. Applicants are responsible for meeting all deadlines as specified by the Illinois Student Assistance Commission. This program is coordinated by the Financial Aid Office.

Tuition Assistance - Members of the Army, Navy, Marines, Air Force, and Coast Guard may be eligible for Tuition Assistance. Each branch of the military establishes its respective criteria. Military members must initiate the Tuition Assistance application process. Contact your Education Officer for specific details. Application guidelines are available at www.military.com/education/content/money-for-school/tuition-assistance-ta-program-overview.html. Approved Tuition Assistance authorizations must be submitted for processing to the Billing and Receivables Office.

MIA/POW Scholarship - The dependent of a person who was an Illinois resident at the time he/she entered active duty and has been declared to be a prisoner of war, missing in action, dead as a result of a service-connected disability, or disabled with a 100 percent disability as the result of a service-connected cause as recognized by the U.S. Department of Veterans Affairs or the U.S. Department of Defense, the dependent may be eligible to receive the MIA/POW Scholarship. This scholarship may be used at public colleges in Illinois, and is administered by the Illinois Department of Veterans Affairs. This program is coordinated by the Financial Aid Office.

Federal Student Financial Aid - There are various federal financial aid programs available through the U.S. Department of Education including the Pell Grant, Supplemental Educational Opportunity Grant, College Work-Study, and Stafford Student Loans. All veterans and military personnel are encouraged to complete the Free Application for Federal Student Aid at www.fafsa.ed.gov. These programs are administered and coordinated by the Financial Aid Office.

Military Activation

Students who, during the course of an academic term, are called into active military service, including National Guard and Reserve, and are not in attendance at the end of the term, will be considered to be a case of extreme hardship. Students who have been activated should notify the Office of the Registrar as soon as possible. Upon proper notification and submission of active duty orders, eligible students may receive special consideration for tuition and fee refunds and/or course credit options. For additional information, contact the Office of the Registrar.

Disability Resource Center

Western Illinois University is committed to justice, equity, and diversity. Providing equal opportunities for students with disabilities is a campus-wide responsibility and commitment in which the Disability Resource Center (DRC) plays a primary role. The DRC collaborates with faculty and staff to facilitate student inclusion and ensure accessibility to University programs for students with disabilities. Additional contact information is noted below.

Macomb Campus
Disability Resource Center
143 Memorial Hall • Phone: (309) 298-2512 • Email: disability@wiu.edu

Quad Cities Campus
Curtis Williams, WIU-QC Admissions
Riverfront Campus • Phone: (309) 762-3999, ext. 62236 • Email: CM-Williams11@wiu.edu

**Western Illinois University
Veterans Resource Center
Wright Residence**

**1 University Circle • Macomb, IL 61455
Phone: (309) 298-3505 • Fax (309) 298-3509
Email: VeteransResources@wiu.edu**