

Vocational Rehabilitation Education Program

Chapter 31

Interested in the program?

Please visit www.vba.va.gov/bln/vre for information, program requirements, and how to apply

How do I get started?

If you are accepted into the Chapter 31 program and registered at UIW, you will need to submit the following forms:

- UIW Veterans Certification Form (Submitted via MyWord Portal **every** term/semester)
 - VA Form 22-1905
 - DD 214 Member 4/2 (Active Duty: Current LES)
 - Military Transcript
 - Send all official academic transcripts to Admissions
-

Reminders:

- ❖ **Certification Requirement:** Certified hours must be required for your degree plan. Your VA Form 22-1905 must indicate the degree you are seeking. VA will pay for required tuition/fees including parking permits, athletic, lab, graduation fees, etc. Fines or medical insurance are not included.
- ❖ **Repeat Courses:** Students needing to repeat courses, must be approved by your VA Case Manager & indicated in box 9 of the VA Form 22-1905.
- ❖ **Laptops or Special Item Purchases:** Must be approved by your VA Case Manager & indicated in box 9 of the VA Form 22-1905.

Frequently Asked Questions

How long does it take to be certified and tuition/fees invoiced?

Once all required documents are received, please allow up to 10 business days to process your certification. Once you are certified, the Business Office will invoice tuition/fees after the 100% drop date.

Is there a books & supply limit?

Books: VA will pay for required books only. Any books/material listed as optional, will not be covered unless the student has received prior approval from their case manager and items are listed specifically on the 1905.

Supplies: There is a school supply limit of \$100 for the Fall/Spring semesters and \$50 per each summer session.

How do I obtain a book & supply voucher?

Books & Supply Vouchers will be e-mailed to you within 1 Business Day after VA Certification. Please be sure to submit your Veterans Certification Form at least 2 weeks before the term begins to ensure a timely voucher delivery.

Do I need to submit a Veterans Certification Form every term/semester?

Yes, we will need an updated Veterans Certification Form, submitted through your MyWord portal every semester.

Adding or dropping a course?

You must immediately notify your case manager before taking this action as he or she will advise you on how this action may affect your benefits. You must also inform the UIW Center for Veterans Affairs if you have added or dropped a course. You can do this by submitting a Veteran Certification Form via the MyWord Portal.

UIW Center for Veterans Affairs

Phone: (210) 832-5651

Email: veterans@uiwtx.edu

veterans.uiwtx.edu