

# OFFICE OF MILITARY AFFAIRS

## **Matthew Cooper**

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The Office of Military Affairs is a knowledgeable resource for service members and veterans to help those who serve achieve their academic goals. The services provided include military and veteran benefits counseling to help each student through the process of requesting Tuition Assistance and veterans' benefits, processing and follow-through with government agencies, and assistance when military deployment, temporary duty, and permanent change of station orders present a challenge to academic progress.

Military Affairs collaborates with military and veteran organizations to offer a wide variety of military and veteran supportive programs, including ArmyIgnitED, College of the American Soldier, and the Air University – Associate to Baccalaureate Cooperative (AU-ABC) Program. Liberty University also participates in the Department of Veterans Affairs Yellow Ribbon Program.

For more information, please visit the Military Student web page.

## **Policies**

### **Tuition Assistance**

Tuition Assistance (TA) is a government benefit offered to current service members of all branches of the Armed Forces to assist with the cost of tuition. Students may find information on the general process to request TA and policies for utilizing Military Tuition Assistance on our Tuition Assistance webpage.

### **Veteran's Benefits**

Liberty University is approved to offer GI Bill® educational benefits by the Virginia State Approving Agency. These benefits include the Montgomery GI Bill (Active Duty/Selected Reserves), Survivors' and Dependents' Educational Assistance Program, as well as those who qualify for the Post-9/11 GI Bill and Veteran Readiness and Employment. Liberty University will allow students to participate in all aspects of their education without a penalty, assessment of late fees, denial of access to classes, libraries, or other institutional facilities, or require that an individual receiving Post-9/11 GI Bill or Veteran Readiness and Employment funding borrow additional funds due to an inability to meet financial obligation to the institution due to delayed disbursement of payment of these benefits. For students utilizing the Post-9/11 GI Bill or Veteran Readiness and Employment benefits, once documentation is received, a projected credit is placed on the student's account for Financial Check-In. Students must complete Financial Check-In to secure their courses. For students utilizing the Post-9/11 benefit, the required documentation will typically be a copy of their Certificate of Eligibility. If a student does not have a document from the VA with eligibility information, they may submit their application for VA education benefits along with the Eligibility Statement. For Veteran Readiness and Employment students, a 28-1905 is required to receive this projected credit. When veterans who are using the Post-9/11 benefit are close to exhausting entitlement, third party credit cannot be applied. These students will be given a special payment plan that will not require any payment until 90 days into the term. This will give them time for all remaining entitlement payments to be received. The military payment

plan is available through Financial Check-In for online students using Montgomery, Selected Reserve, and Survivors' and Dependents' GI Bill benefits. Please note this option will not be made available until after a VA document verifying the chapter of benefit being used is received by the Office of Military Affairs or until after the Office of Military Affairs has verified the student's eligibility with the VA. The deferred payment plan is available through Financial Check-In for residential students using Montgomery, Selected Reserve, and Survivors' and Dependents' GI Bill benefits. Please note this option will not be made available until after a VA document verifying the chapter of benefit being used is received by the Office of Military Affairs or until after the Office of Military Affairs has verified the student's eligibility with the VA.

Students may find information on the general process and policies for using these benefits on our GI Bill webpage.

### **Grievance Procedure**

The Virginia State Approving Agency (SAA) is the approving authority of education and training programs for Virginia. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office via email at [saa@dvs.virginia.gov](mailto:saa@dvs.virginia.gov).

## **Contact Information**

The Office of Military Affairs is committed to our mission of supporting military service members, veterans, and their families. You may contact a Military Benefits Representative by phone, email, chat, or by visiting one of our locations on campus to meet with a Military Benefits Representative. All contact information can be found on our Contact Us webpage.

*GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <https://www.benefits.va.gov/gibill/>.*