

How VA Benefits are processed at Indiana Tech (Traditional)

- Step 1: Before the beginning of the term, course registration is pulled and all students currently enrolled are prepared to be entered into the VA communication system (VA Once).
- Step 2: On or before the first day of classes for the term, the VA is notified of the course start and finish dates, as well as credit hours (residential & distance). There are no tuition and fees entered at this time*.

**This step occurs so that you are able to receive your monthly benefit payments in a timely manner. If you receive a book stipend, this also ensures more efficient processing.*

- Step 3: Indiana Tech Business Office processes invoices and submits total charges for each student. This does not occur until about 3 weeks into the semester**.

*** After the first week of class, charges for each student will begin processing. If you get a bill during this period, remember the VA has not yet received the Tuition & Fees calculation. If you have not seen payment on your account and are concerned, please contact the VA School Representative.*

- Step 4: After invoicing has been completed, the VA is notified of the Tuition & Fee charges for each student. Any changes in dropped courses and additional coursework added is addressed during this step***.

**** It is the student's responsibility to let the Indiana Tech VA School Representative of any changes in course schedule. Failure to do so could result in delayed benefits processing or debt accrual to the VA.*

If there are any questions or concerns about how specific benefits are processed, please contact the VA School Representative:

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How VA Benefits are processed at Indiana Tech (CPS)

This does not include GoArmyEd or Tuition Payments

- Step 1: Before the beginning of each session, course registration is pulled and all students currently enrolled are prepared to be entered into the VA communication system (VA Once).
- Step 2: On or before the first day of class each session, the VA is notified of the course start and finish dates, as well as credit hours (residential & distance). There are no tuition and fees entered at this time*.

**This step occurs so that you are able to receive your monthly benefit payments in a timely manner. If you receive a book stipend, this also ensures more efficient processing. Because of the accelerated sessions, not all benefit payments will be received on the 1st of each month, but typically within the first week.*

- Step 3: Indiana Tech Business Office processes invoices and total charges for each student. This does not occur until about 2 weeks after a session begins.
- Step 4: After invoicing has been completed, the VA is notified of the Tuition & Fee charges for each student. This is done each session. Any changes in dropped courses and additional coursework added is addressed during this step**.

*** It is the student's responsibility to let the Indiana Tech VA School Representative of any changes in course schedule. Failure to do so could result in delayed benefits processing or debt accrual to the VA.*

If there are any questions or concerns about how specific benefits are processed, please contact the VA School Representative:

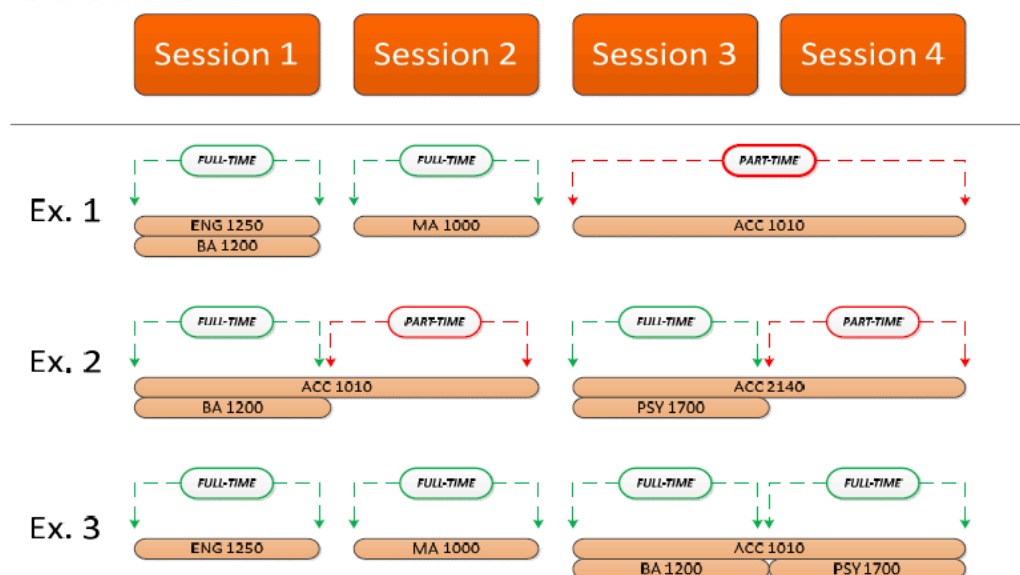
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Extended Course Benefits Explanation

INDIANA**TECH**



* In order to receive full compensation of VA benefits, classes that are longer than 5 weeks require courses to be doubled up. This is required to meet VA Rate of Pursuit. The list of courses includes the following:

UG Online 10 Week

ACC 1010
ACC 2140
ACC 4700
ACC 4740
IS 1300
IS 2300
MIS 3000
MIS 4200
MIS 4400

UG On-Site 10 Week

PH 2100
EGR 3430
MA 1110
MA 1100
PH 1100
MA 1015
NET 1500
CS 1500
NET 1200

GR Online 12 Week

MBA 5210
MSM 7200