



Adams State University Welcomes YOU!

On behalf of Adams State University and the Department of Veterans/Military Affairs, I would like to personally welcome you to our campus! Adams State University prides itself in welcoming all Active Duty, Reserve and National Guardsmen and providing continued service to make your time here an enjoyable one. We have numerous resources to help you be successful in obtaining your degree.

We understand that the transition from military life to the civilian world can sometimes be difficult, but we are here to make the transition easier. We have a wonderful Veterans Center located in Petteys Hall #2, and a very active Veterans Club on campus.

If there is anything that we can do to further assist you in any way possible, please stop by the Veterans Center or contact me and I will be more than happy to help you!

Once again, I would like to welcome you to Adams State University and welcome to our family!

A handwritten signature in black ink, appearing to read 'Matthew Martinez', with a long horizontal flourish extending to the right.

Matthew Martinez

USMC, OIF Veteran
Veterans/Military Affairs Coordinator
Adams State University



Choice Act – Veterans Tuition Policy

1.) Beginning with the Spring semester of the 2015 academic year, the Board of Trustees of Adams State University in Alamosa, Colorado, has adopted a policy that grants in-state tuition status to any Active Duty, Reserve National Guard or Honorably Discharged member of the Armed Forces of the United States who enrolls in Adams State University institution and who meets, for any length of time, the presumptions and rules for maintaining a domicile in Colorado described in section 23-7-103.

a.) Beginning with the Spring semester of the 2015 academic year, the Board of Trustees of Adams State University in Alamosa, Colorado establishes a policy that grants in-state tuition status to a dependent of an Honorably Discharged member of the Armed Forces of the United States who enrolls in Adams State University assuming the said Honorably Discharged member of the Armed Forces meets, for any length of time, the presumptions and rules for maintaining a domicile in Colorado described in section 23-7-103.

(2) A student who is classified as an in-state student solely pursuant to this section shall not be counted as a resident for any purpose other than tuition classification; except that, beginning with the fall semester of the 2014-2015 academic year, upon such classification as an in-state student pursuant to this section, the student shall also be eligible to receive a stipend from the College Opportunity Fund (COF) pursuant to part 2 of article 18 of this Title.



Adams State University Veterans Choice Act - Veterans Tuition Form

Name: _____ ASU Student ID # 900- _____

Address _____ City _____ State _____ Zip _____

Telephone # _____ Date of Birth _____ E-Mail _____

Service Branch _____

Date of Honorable Discharge or End of Active Service Date (m/d/y) _____

Provide a certified copy of Form DD-214 (Long version, including items 23-30)

If you will enroll while on terminal leave, indicate when a certified copy of Form DD-214 will be available (m/d/y) _____

Specify whether you are moving to Colorado, intending to make Colorado your permanent home. YES _____ NO _____

If Yes, please provide a copy of one of the following:

- Lease – including renter and landlord’s signatures – addendums not needed
- Colorado State Income Tax
- Federal Income Tax Return(s)
- State Income Tax Return(s)
- Colorado Driver’s License
- Colorado Voter’s Registration Card
- Colorado Vehicle Registration Card



Statement of Understanding

- 1.) I understand that I must attend 12 or more credit hours every week of the semester that pertain to my program as outlined in the school catalog to receive full-time education benefits
- 2.) I agree to report all enrollment changes to the VA Certifying Official at Adams State University BEFORE the Add/Drop date per semester. A change of schedule may result in an over payment. All over payments are expected to be repaid to the VA. It is my responsibility to report all schedule changes to the VA Certifying Official.
- 3.) I must strictly adhere to course requirements outlined in the school catalog under which I enroll. The VA will not pay for duplicate courses or courses not required for my degree. VA will only pay for repeated courses that are required to overcome a grade point deficiency for graduation.
- 4.) I consent to the release of information from my academic records necessary for VA certification.
- 5.) I understand that I must sign a Promissory Note at the One Stop within the first month of the semester in order to avoid late fees from Adams State University.
- 6.) I understand that the Veterans/Military Affairs Coordinator cannot determine eligibility, but can assist in the submission of applications and supporting documents. The primary function of this joint office is to certify and report enrollment information to the VA to facilitate the receipt of benefits by eligible students

I HAVE READ AND UNDERSTAND THE ABOVE STATED
REQUIREMENTS REGARDING MY EDUCATION BENEFITS.

Student's Signature _____ Date _____



Veterans Intake Form

Date:	SID:
Name	SSN:
Address:	Birth Date:
Phone: Home	
Cell	
Email:	
1. Have you used VA Educational Benefits before?	
-If no, have you applied to the VA for your benefits?	
-If not, this is the first step. You can apply online via VONAPP at www.gibill.va.gov	
2. If you answered "yes" to #1, are you currently using benefits at another school?	
-If yes, we will call you regarding this	
3. Will you have college transfer credits?	
4. Which VA Benefit Program will you be using:	
___ Chapter 33 (Post 9/11 GI Bill)	
Were benefits transferred to you?	
___ Chapter 30 (Montgomery GI Bill)	
___ Chapter 35 (Dependent/Spouse)	
Veteran's VA File #	
___ Chapter 31 (VA Vocational Rehab)	
___ Chapter 1606 (Guard/Reserve)	
___ Chapter 1607 (REAP)	
5. Are you currently on Active Duty?	
6. Have you applied to Adams State University?	
-If yes, have you received a letter of acceptance from ASU?	
-If no, please go to www.adams.edu and click on the "apply" arrow button	
7. Have you registered for classes at Adams State University?	
-If yes, will you be taking classes on campus or via Distance Learning?	
8. Are you an undergraduate or a graduate student?	
9. What degree are you seeking?	
Certification: I authorize Adams State University to release all school and other records as may be necessary to the VA for use in counseling and supervising my academic program.	
Signature:	Date:



Adams State University Veterans Checklist

_____ Apply for admission to Adams State University
<https://www.adams.edu/admissions/index.php>

_____ Apply for VA Benefits at www.gibill.va.gov:

- 22-1990 if you have served in the military and are applying for benefits for the first time
- 22-1990e if you are a dependent who has had benefits transferred to you
- 22-1995 if you are a veteran changing schools or degree program
- 22-5490 if you are a dependent of a deceased or 100% disabled veteran applying for education benefits for the first time.
- 22-5495 if you are a dependent changing schools or program
- 28-1990 if you are a disabled veteran in need of vocational rehabilitation

Be sure to print out a copy of the application and bring it to the Veterans Center.

Other documentation needed are DD-214(if you were discharged), marriage license (if your using your spouse's benefits), and birth certificate (if you're using your parents benefits). If you are Selective Reserve or National Guard, you need to supply a NOBE which is obtained from your unit.

_____ Register for Classes the One Stop (<https://www.adams.edu/onestop/>) or in the Student Union Building. Be sure to inform the Veterans Clerk of your registration and request that it be certified with the VA. Certification WILL NOT be done until written request is received to do so.

**** You must make this request each semester, if you wish to have your registration/enrollment certified. ****

_____ **Report any Changes to Your Enrollment:**

You must inform the Veterans Clerk of any changes to your registration (adding or dropping classes). These changes have to be reported to the VA.



Additional Steps:

<https://www.adams.edu/admissions/undergraduate/nextsteps.php>

Important VA Educational Benefits Information

Students are eligible for VA Education benefits only when enrolled in classes required and approved for your declared major. It is strongly recommended that veteran students work closely with their advisor when choosing classes.

Veteran Students with previous college credit must have official transcripts sent to Adams State from the previous institutions attended for transfer evaluation during the first term of enrollment to avoid benefit interruption.

Chapter 33 Benefits allocate funds for tuition paid to the Business Office directly. It is important to note that it can take 8-10 weeks once the application has been submitted for the student to receive any benefits. It is the veteran's responsibility to pay for books if payment by VA to the veteran has not been received. If the veteran needs help for payments, please see the Veterans/Military Affairs Coordinator for other resources.

The VA does not recognize double majors and will only pay for classes required for completion of the major reported to the St. Louis RPO.

There is an 8-10 week processing time for new Chapter's 30, 33, and 1606 educational benefits. The Chapter 35 application and claims may take longer. The veteran **MUST** sign a Promissory Note in the One Stop to avoid any late fees.

Pay rates are determined by the number of credit hours the student is taking and the length of the classes. The VA considers the length of each class when determining pay rates.

More than 50% enrollment must be maintained throughout the term to qualify for Basic Allowance for Housing (BAH). VA will pro-rate BAH based on credit hours. Active Duty students do not qualify for BAH or book stipend. Transferred Active Duty Chapter 33 benefits to a spouse do not qualify for BAH.



Educational benefits are paid at the beginning of the month for the previous month's enrollment.

All added or dropped classes will not be processed until after the Add/Drop date per semester. It is important to note that if you receive an overpayment, you will be responsible to pay back money owed to the VA.

As a reminder, Adams State University only certifies your classes to the VA in St. Louis. We do not control any money or make payment to the student or the school.

Adams State University Veterans Resources

Matthew Martinez (USMC)
Veterans/Military Affairs Coordinator
Veterans Center (Petteys Hall #2)

719-587-8452

matthewmartinez@adams.edu

or

veterans@adams.edu

Veterans at Adams State

719-587-8452

asveterans@grizzlies.adams.edu