

VA Vocational Rehabilitation Refund Policy

Student refunds are available if you have a credit balance after your financial aid and Veteran Benefits have applied to your student account.

Veterans receiving Vocational Rehabilitation benefits (Chapter 31) may be eligible to apply for an advance on the credit expected to remain after tuition and fees are paid, up to \$2,500. In order to be eligible for an advance, the student must have completed the following:

1. Registered for classes.
2. Submitted the electronic VA Certification Form <https://laverne.edu/veterans/va-benefits-certification/>
3. Submitted their FAFSA application, accepted their financial aid award letter and completed all missing requirements.
4. Request an advance in writing to the Office of Student Accounts.

Upon receipt of the request, the Office of Student Accounts will review the application and if approved, the advance will be processed two weeks after the add/drop period.

Students who make changes to their registration after they are certified, acknowledge these changes may affect the VA benefits paid to the University. The student acknowledges by signing the University of La Verne Promissory Note and requesting an advance they are responsible for paying any balance on the student account not covered by their Chapter 31 benefit. If the student receives an advance, the term has ended and the VA has not paid, the student will not be eligible for future advances until their account with the University is current.

VA VOCATIONAL REHABILITATION ADVANCE REQUEST FORM

To be eligible for an advance, a student needs to be current on their student account and must complete the following:

Student Name: _____ Student ID: _____

Term Requesting the Advance: _____

Registered for courses Date: _____

Electronic VA Certification Form Date: _____

FAFSA Application Date: _____

Accepted Financial Aid and Requirements Date: _____

My signature below indicates that I understand and have read the VA Vocational Rehabilitation Advance Policy. I understand that registration changes made may affect my VA benefit and could result in a balance with the university. University of La Verne may choose to advance funds based on the timing of receipt of VA funding, which could require repayment if VA funding changes. Any change in my registration after certification may cause an overpayment, making me financially liable to the VA and/or University of La Verne for debt created by my registration changes after certification.

Signature: _____ Date: _____

Office Use Only

Amount Approved: \$ _____ Date: _____

Approved By: _____ Signature: _____
(Print Name)

Date Certified in VA Once: _____ Date VA Billed: _____

Denied/Reason: _____