

## **STATEMENT OF STUDENT UNDERSTANDING AND RESPONSIBILITIES**

1. I understand that the ARC Veterans Resource Center does NOT determine eligibility or payment of VA educational benefits.
2. I am responsible for tuition and fees charged by American River College whether or not I receive my VA educational benefits.
3. If I use **Post-9/11 - Chapter 33, Transfer of Entitlement, Fry Scholarship or Vocational Rehabilitation – Chapter 31** benefits, I must notify the ARC Veterans Resource Center immediately after I enroll **every semester** to avoid being dropped for non-payment.
4. **Every semester** I must sign my enrollment agreement to continue benefits. I cannot be certified for waitlist courses.
5. The Department of Veterans Affairs requires me to have all prior college credits on file, and it is my responsibility to provide ARC with transcripts from other colleges outside the Los Rios District.
6. I must submit a VA educational plan and will only receive payment for courses that are required according to my program.
7. I must notify the ARC Veterans Resource Center **immediately** if I add, drop, stop attending or change my enrollment.
8. Short term sessions are reported to the Department of Veterans Affairs according to the beginning and ending dates of those classes, (i.e. first eight weeks, second eight weeks, etc.) and this may affect my VA educational benefits.
9. I understand that the Department of Veterans Affairs does NOT pay non-residency tuition. If I am classified as a non-resident, I am responsible for those charges.
10. Unsatisfactory progress will be reported to the Department of Veterans Affairs and this may lead to suspension of benefits. I may be required to submit a petition with the ARC Counseling Department prior to my certification if I am not making satisfactory progress. I understand that there are tutoring and counseling resources available to me in order to meet satisfactory progress.
11. If I use **Post-9/11 - Chapter 33, Transfer of Entitlement or Fry Scholarship**, I must notify the ARC Veterans Resource Center if I am awarded a fee waiver to avoid billing issues.
12. If I use benefits under **Chapters 30 or 1606**, I must verify my attendance to the Department of Veterans Affairs the last day of every month in order to receive my payments. (You can verify using the online service at [www.gibill.va.gov](http://www.gibill.va.gov) or call 1-877-823-2378.)
13. I understand that the Department of Veterans Affairs does NOT pay for additions fees charged by a third party and the ARC VA Certifying Officials will not report any third party fees to the Department of Veterans Affairs.
14. I authorize ARC Veterans Services Officials to obtain information needed for me to receive VA educational benefits and report such information to the Department of Veterans Affairs.

**I have read and understand all of the above.**

**Student's Name:** \_\_\_\_\_ **ID#:** \_\_\_\_\_

**Student's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_