

AMERICAN COLLEGE OF HEALTHCARE SCIENCES  
VETERANS SERVICES  
STATEMENT OF RIGHTS AND RESPONSIBILITIES

Name \_\_\_\_\_ Chapter of Benefit \_\_\_\_\_

LAST NAME FIRST NAME

SSN# \_\_\_\_\_ Major \_\_\_\_\_

Active Duty Servicemember or Veteran's SSN# if Student is a Dependent \_\_\_\_\_

Have you had any type of training or schooling since High School? Circle: YES or NO

If yes, list all colleges, vocational schools and correspondence schools attended below.

(1) \_\_\_\_\_ (2) \_\_\_\_\_

(3) \_\_\_\_\_ (4) \_\_\_\_\_

Official grade transcripts from **ALL** colleges or postsecondary schools attended (regardless of subject) must be sent to the following address: **REGISTRAR'S OFFICE, AMERICAN COLLEGE OF HEALTHCARE SCIENCES, 5940 SW HOOD AVENUE, PORTLAND, OR 97239**

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I UNDERSTAND THAT (please initial next to each item):

- \_\_\_\_\_ It is my responsibility to obtain official grade transcripts from **ALL** colleges or postsecondary schools that I have previously attended, whether or not VA benefits were received and even if no transfer of credit is applicable.
- \_\_\_\_\_ VA benefits can be paid for up to one semester pending receipt and evaluation of my transcripts.
- \_\_\_\_\_ I must notify the ACHS Veterans Coordinator if I change my program objective.
- \_\_\_\_\_ An evaluation of prior credit is required whenever I change my program objective.
- \_\_\_\_\_ All classes I take must apply directly toward my declared program objective. If I drop a class or take a class that does not apply to my degree objective, I will be responsible for any overpayment that is due to the VA. (Any classes taken that are not part of the student's declared program will not be paid by the VA.)
- \_\_\_\_\_ I must report any changes in my enrollment status to the ACHS Veterans Coordinator.
- \_\_\_\_\_ I must maintain a 2.0 grade point average and meet the ACHS policy on satisfactory academic progress.
- \_\_\_\_\_ If using the Post 9/11 GI Bill, effective October 1, 2011, I may be eligible for a pro-rated BAH (housing) benefit and will contact the VA directly if I have any questions about how this benefit is calculated.
- \_\_\_\_\_ My VA benefits may not cover all of the tuition and fees for my course(s) and that I am responsible for all outstanding balances.

**Probation** status will occur if my cumulative GPA falls below 2.0 or if I receive W (Withdrawal) or F grades.

**Unsatisfactory Academic Progress** status occurs if I receive all punitive or non-punitive grades or I have a semester where my GPA falls below 2.0. If this happens, my entitlement is interrupted until I complete one semester using my own resources. After the completion of a semester on my own, I may request reinstatement and back pay.

- The VA will not pay for self paced classes, audits, repeats of successfully completed classes, I (Incomplete), IP (In Progress) or W (Withdrawal) grades.
- Incomplete grades must be completed within one year or an overpayment will occur.

I have read and understand the above statements and authorize the American College of Healthcare Sciences to release information about me necessary for the processing of my VA educational benefits. I understand a file will be maintained by the college to meet compliance with VA regulations and for reporting and record keeping. I understand I am solely responsible for contacting the VA and/or college with questions regarding my file. College records will be reviewed by authorized VA representatives to ensure compliance with applicable laws and regulations.

Signature \_\_\_\_\_ Date \_\_\_\_\_

\*\*\* The American College of Healthcare Sciences is not the Veterans Administration. Based on information provided by you and/or college records, we report class registration, changes and final grades to the VA for determination of payment eligibility. Pay issue questions should be directed to the VA at 1-888-442-4551.