

Veteran Affairs Benefits Policy

1.0 Introduction

York St John University is registered as an Institution of Higher Learning with the United States Department of Veterans Affairs (VA), which enables eligible individuals to use their VA education benefits to attend the University in the pursuit of a degree qualification.

This Policy applies to any student on a VA eligible course, who wishes to use their VA education benefits to contribute to/pay for their tuition fees and/or living expenses.

2.0 Covered Individuals and Courses

A Covered Individual is any individual who is entitled to educational assistance under Chapter 31, Vocational Rehabilitation and Employment, or Chapter 33, Post-9/11 GI Bill benefits, under VA regulations. York St John University can also certify enrolment for beneficiaries of Chapter 35, Survivors' and Dependents' Educational Assistance (DEA) program payments. York St John University is unable to process Yellow Ribbon Benefits.

Chapter 33 benefits include an amount for tuition fees paid to the University, and a monthly allowance paid direct to the student by VA.

Chapter 35 benefits are a monthly payment made to the eligible dependent (spouse or child) of a US Veteran. Chapter 35 does not cover tuition fees.

The Department of Veterans Affairs requires each programme of study to be separately approved for VA benefits as and when an eligible student applies to

attend the University on that course. A list of currently Approved Programmes is available by performing a WEAMS Institution Search on the VA website (search by country: United Kingdom).

Due to changes introduced by VA affecting non-US institutions, the University requires extra time to be able to approve a programme for Veterans Affairs benefits. There is no guarantee that the University will be able to get a programme approved for benefits.

The following list of programmes have already been approved:

- Biomedical Science, BSc (Hons)
- Computer Science, BSc (Hons)
- Creative Writing, BA (Hons)
- Creative Writing, MA
- Criminology, MSc
- Economics and Finance, BSc (Hons)
- English Literature, BA (Hons)
- Games Design, BA (Hons)
- Games Development, BSc (Hons)
- International Business, BA (Hons)
- Music Production, BA (Hons)
- Politics and International Relations, BA (Hons)
- Professional Policing, BA (Hons)
- Sports and Exercise Science, BSc (Hons)

If in doubt, students are advised to contact the University US Loans Team as soon as possible to check course eligibility.

VA education benefits cannot be used for:

- online or distance learning programmes

- courses which require completion of practical training, including work placement years
- student exchange programmes
- any course that includes study abroad.

2.1 Participation

At York St John University we permit any Covered Individual to attend or participate in the course of education during the period beginning on the date on which the individual provides to the University their 'Certificate of Eligibility' and/or a 'Statement of Benefits' for entitlement to educational assistance under Chapter 31 or 33, and ending on the earlier of the date on which payment from VA is made to the University, or 90 days after the date the institution certified tuition and fees following the receipt of the Certificate of Eligibility.

2.2 Penalties

York St John University will not impose any penalty on any Covered Individual in receipt of VA benefits, including:

- The assessment of late fees.
- The denial of access to classes, libraries, or other institutional facilities.
- The requirement that a covered individual borrow additional funds due to the inability to meet their financial obligations due to delayed disbursement funding from VA under Chapter 31 or 33.

2.3 Additional Actions

York St John University requires the covered individual to take the following additional actions, in order for us to have the required information to be able to process the benefits and certify their enrolment with the VA.

We ask that the covered individual:

- Submits their Certificate of Eligibility for entitlement to educational assistance no later than the first day of a course of education.
- Provides a document that lists the 'eligibility percentage' for their attendance, so that we can determine if the entire cost of attendance is covered.
- Supplies their full US Social Security Number (SSN).
- Makes funding arrangements for the difference between the amount of their financial obligation via the cost of attendance and the amount of the VA education benefit disbursement, whether through US federal or private student loans, or self-funding (cash).

2.4 Certification of Enrolment and Receipt of Funds

Once a programme has received approval by the Department of Veterans Affairs and a student has registered on that programme, the University is required to certify their enrolment with the VA before their benefits will be released. In order for us to complete this process the student must provide their Social Security Number (SSN). Certifications of enrolment are submitted each semester. During busy periods these may take several weeks to be processed by the Department of Veterans Affairs.

Tuition fee payments will be made directly to the University after enrolment has been certified each semester. Any funding for living costs will be paid monthly to the student directly by the Department of Veterans Affairs. Please contact the Department of Veterans Affairs directly to enquire about the status of any benefits. VA does not provide a timeframe for when students will receive their funding once the enrolment certificate has been submitted.

Any shortfall in the amount intended to cover tuition fees received by the University in pounds sterling (GBP) after currency exchange from US dollars (USD) will remain

outstanding on the student's account and is the student's responsibility to pay under the University Student Financial Regulations. The VA work on a fixed exchange rate determined by them each year and will not make up a shortfall. VA benefits will be verified and processed by the University for one academic year at a time. Continuing students wishing to claim benefits must contact the University US Loans Team to confirm eligibility and renew their funding arrangements for each academic year. The process must be completed in full each academic year.

Version Control Statement

Version Reference	1.0
Responsible Department	Finance
Equality Impact Assessment	N/A
Approved By	Finance Team
Effective Date	June 2025
Next Review Date	May 2026