



## *HLC Accreditation Evidence*

Title: Veteran Services

URL: <https://www.bartonccc.edu/veteran-services>

Office of Origin: Vice President of Student Services

Contacts:

- Fort Riley and Fort Leavenworth VA Certifying Official
- Great Bend VA Certifying Official



# **BARTON**

**COMMUNITY COLLEGE**



# Veteran Services

Barton Community College supports our veterans and veterans' family members in applying for and managing their VA Education Benefits/GI Bill®. (GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at [www.benefits.va.gov/gibill](http://www.benefits.va.gov/gibill).)



Information may be obtained from the [Department of Veterans Affairs website](#) to verify individual eligibility and requirements to apply. The Department of Veterans Affairs requires all applications for benefits to be submitted electronically. To avoid delay in processing, do not mail applications.

The information provided on this website pertains to students at the Great Bend, Fort Riley and Fort Leavenworth Campuses and will be required. All documentation must be submitted before certification for courses can occur - NO EXCEPTIONS!

It is required of each student wishing to use their VA benefits to read ALL the information on the Veteran Services website!

To begin the process, please select from the one of the links to the left to access specific information on the Chapter of VA benefits you will be using at Barton Community College.

- It is the student's responsibility to review all Veteran Services policies and procedures.
- Classes will be certified within the first week of classes.
- Students must either be working with their academic advisor to ensure courses are needed for their degree/certificate or have a Parent School Letter on file.
- Developmental courses taken online are not eligible to be certified to the VA-students must either set up the payment

plan, pay in full or have financial aid in place

- Students using CH 30, CH 35 or CH 33 (at less than the 100% rate) will be required to pay their account balance by the end of the course session.
- An [Enrollment Certification Request](#) is needed for each term a student enrolls in.
- Enrollment Certification Requests submitted late may require an additional 5-7 business days for processing.
- It is the student's responsibility to let the SCO know if they are using any other means of payment-scholarships, federal financial aid, tuition assistance, etc. Enrollment requirements may vary between payment types.
- Failure to complete any step in the process may result in a delay in certification or the student being responsible for their account balance.

## Enrollment Certification Request

**Purpose:** Verification of approved/enrolled courses

Students are required to submit the [Enrollment Certification Request form](#) each time an enrollment occurs. This form allows your VA Certifying Official to verify with your academic advisor that the courses are needed for your degree program. Courses will begin being certified the first week of classes. It is highly recommended that submission is as early as possible to avoid delays, block on accounts and add/drop time. If there is an issue with the enrolled course(s), you will be contacted by email or phone. Please ensure that you have the most current information listed on the Enrollment Certification Request form and update your PAWS account.

- Ensure that an enrollment has occurred before submitting the Enrollment Certification Request form. Submission of the Enrollment Certification Request form does not constitute enrollment for classes.
- Submit one Enrollment Certification Request form for EACH session/cycle of courses that you are enrolled into. This

will help to avoid a certification being overlooked.

- **Certification for classes will not occur without an Enrollment Certification Request form - NO EXCEPTIONS!**

Course schedules for [Fort Riley](#) and [Fort Leavenworth](#)

Course schedules for Great Bend

Course schedule for [BARTonline](#)

## Essential Information

ALL students are required to read the Student responsibilities, SCO responsibilities and SCO contact information below. Failure to do so could create delays in certification and payments. For more information about Montgomery GI Bill®, please visit [VA website](#).

## Other Helpful Links

[Rates of Pay](#)

[VA Customer Service](#) - Submit question online

[Graduation Requirements](#)

[Programs of Study](#)

## Benefits

Guest Students



Ch. 30 - Montgomery GI Bill®



Ch. 31 - Vocational Rehabilitation	+
Ch. 33 - Post 9/11 GI Bill®	+
Ch. 35 - Survivors & Dependents Assistance	+
Student Responsibilities	+
SCO Responsibilities	+
Payment	+

## Contact Us

Fort Riley & Fort Leavenworth LSEC and CP courses

Jenny Payne

VA Certifying Official

211 Custer Avenue, Room 211 (Main Post)

(785) 786-6606 ext 713

[paynej@bartonccc.edu](mailto:paynej@bartonccc.edu)

Great Bend, Surrounding Communities, Out-of-State, and Online

Nicole Berger

VA Certifying Official

Barton County Campus L-134

(620) 792-9363

[bergern@bartonccc.edu](mailto:bergern@bartonccc.edu)

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