# **Montgomery GI Bill Active Duty (Chapter 30)**

Items needed from student at DCC: Certificate/Letter of Eligibility, DD-214, Certification Request

Prior to classes starting, a student can download a Certification Request form at<https://danville.edu/financial-aid-forms> near the end of the list of Financial Aid forms or request the form by contacting the Veterans Specialist, Sam Lowery: phone 434-797-8506 or email sam.lowery@danville.edu .

If you used benefits before and now changed programs, use the appropriate change of program form at the link listed above. Please ensure you include your student ID number in the EMPLID number blank on the Certification Request form. On the back of the form, read all statements, initial them, and then sign and date the form. Return the form to dccfinaid@danville.edu .

Along with the Certification Request, the student must submit a copy of the Certificate/Letter of Eligibility (COE) stating they are eligible for VA Education Benefits. Also, the student must provide a copy of the service member’s DD-214 exit from military service papers. Send these documents to dccfinaid@danville.edu .

Chapter 30 is paid directly to the student, so to avoid classes being dropped for non-payment, contact the Business Office at 434-797-8418 and make arrangements for a payment plan unless the student already has enough financial aid to pay from other sources.This will ensure to hold classes until the request processes and the VA pays the student.

If the student is being charged out-of-state tuition, please contact Sam Lowery 434-797-8506 or sam.lowery@danville.edu to discuss steps to take and items needed to apply for approval of in-state tuition.

After benefits are approved for semester use, each Chapter 30 student must verify monthly enrollment. Instructions for verification are located at: [Web Automated Verification of Enrollment](https://www.gibill.va.gov/wave/index.do) A GI Bill Comparison Tool can be used to calculate your benefits:  [Comparison Tool](https://www.va.gov/education/gi-bill-comparison-tool/institution/14907146) Please make adjustments to calculations as needed on the left side of the screen under Military Details.

Pay Rates can be found at: [Montgomery GI Bill Active Duty Chapter 30 pay rates](https://www.va.gov/education/benefit-rates/montgomery-active-duty-rates/)

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