Virtual Training Webinar: Extension Campus Update

July 2019
• Introductions and Welcome
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• Outcomes
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• Definitions
• Extension Campus Update
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• Next Steps
Introductions

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PURPOSE

Set you up for success by providing you the information you need to know about:

• VA-ONCE changes
• Answer your questions about the process, solution, and timeline
1. Inform and prepare you for the Extension Campus updates
2. Provide you an opportunity to be heard
3. Provide feedback on the way information is conveyed through training and open house events
BACKGROUND AND DEFINITIONS
Monthly Housing Allowance (MHA) is calculated based on the campus location where a student physically attends the majority of his or her classes.

- Effective for enrollments beginning on or after August 1, 2018.

A student’s MHA rate will be the same as the Department of Defense’s E-5 With Dependents Basic Allowance for Housing (BAH) rate.

- Applies only to students who first use Post-9/11 benefits on or after January 1, 2018.
### Definitions: Types of Campuses

<table>
<thead>
<tr>
<th><strong>MAIN CAMPUS</strong></th>
<th><strong>BRANCH CAMPUS</strong></th>
<th><strong>EXTENSION CAMPUS</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>A location where the <strong>primary teaching facilities</strong> of an educational institution are located.</td>
<td>A location of an educational institution that is <strong>geographically apart from and operationally independent of the main campus of the educational institution</strong>; has its own administration; and offers courses leading to a degree or other recognized education credential.</td>
<td>A location of an educational institution that is <strong>geographically apart from and is operationally dependent on the main campus or a branch campus</strong> of the educational institution.</td>
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</tbody>
</table>

38 C.F.R § 21.4266(a)(3)-(5) provides the definitions for each type of campus.
Off-campus training MHA (including internships, practicums, externships, clinical rotations, student-teaching sites, and residencies) will be paid based on the location of the campus where the student is enrolled, as long as the “off-campus training site” does not meet the campus definition requirements.
Examples of Extension Campus sites:

a. University of Traffic offers a course at the approved instructional signage site for students to pass their traffic sign course.

b. America College offers a 3-credit course taught by an America College faculty member at a local community center.

Important! The VA definition of an extension site is provided in 38 C.F.R § 21.4266(a)(3)-(5), reflecting VA’s overarching guidance on the types of sites that qualify as extension campuses.

For any sites that do not explicitly align with this guidance, SCOs should work with their SAAs to determine if the site qualifies as an extension per any state-specific requirements.
MILESTONE 1  MILESTONE 2  MILESTONE 3

Extension Campuses Available for 2020 Terms  Section 107/501 Go-Live  Recertification of Enrollments

August 5, 2019  December 1, 2019  2020
MILESTONE 1

KEY CHANGES:

• Extension Campuses are added to VA-ONCE and made available to School Certifying Officials for enrollments beginning on or after 12/01/2019

• Ability to add enrollments that begin on or after 12/01/2019, and later, which reflect the physical location where the student attends classes

August 5, 2019

Implementation Timeline for Rate Adjustments (1 of 3)
KEY CHANGES:

- Updates will go live in VA’s education processing systems, and future MHA payments will be made in accordance with Sections 107 and 501 of the Colmery Act.
- For Section 501, retroactive process is run to calculate and isolate payments/debts using data already in system.
- For Section 501, payments sent for students underpaid since 1/1/2018 and debts submitted for waiver review for students overpaid since 1/1/2018.
- All students will receive a letter informing them of whether they were underpaid, overpaid or not impacted.
Recertification Of Enrollments

KEY TASKS:

• After the system is live, SCOs will be asked to re-certify enrollments for terms taken at previously unreported extension campuses, that took place after August 1, 2018.

• As schools submit enrollment claims, VA will identify individuals who received inaccurate payments, based on where the individual physically participates in the majority of classes (main, branch or extension). Once impacted students are identified, payments can be issued for those who were underpaid.
EXTENSION CAMPUS UPDATE
**FACILITY CODE:** The numeric code assigned by VA to an institution specifically identifying approved facilities with administrative capability (e.g. Identifies a main or branch campus)

**Note:** The Main and Branch Campus Facility Codes will not be changed. They will remain the same.
New Term Alert!!

**SUB-FACILITY CODE:** The numeric code assigned by VA to identify approved facilities lacking administrative capability. (e.g., identifies an extension campus)

– The third digit will be an “X” for all sub-facility codes
– If you have more than one, the 4th-6th digits will increase in sequence order
SAAs must submit any additional approved extension campuses to VA NLT 9/30/19. These will be batch-uploaded into VA-ONCE.

Beginning 8/5/2019, Schools will submit all enrollments starting on or after 12/1/2019 to the appropriate campus, whether that is a main, branch, or extension campus.

All information VA has received to-date will be made available in the VA-ONCE system on 8/5/2019.

VA conducted a validation exercise of extension campus data submitted by SAAs to VA, identifying that some schools are missing extension campuses.
Extension Campus Second Data Load Process Graphic

1. **7/18/19**
   - VA distributes list of known extension campuses to SCOs and SAAs.
   - **Impact to ELRS:** None

2. **7/19 - 9/30/19**
   - SCOs review list and identify whether any extension campuses are missing from the list.
   - **Impact to ELRS:** None

3. **7/19 - 9/30/19**
   - SAAs review and approve extension campuses using their state-specific processes. SAAs add approved extension campuses to the VA-provided Excel template and submit to ForeverGIBill.vbavaco@VA.gov.
   - **Impact to ELRS:** ELRs will receive SAA approval documents that may have new extension campuses identified. ELRs will complete all required approval action, except the manual entry of the extension campuses.

4. **7/26/19**
   - VA distributes blank extension campus submission template to SAAs.
   - **Impact to ELRS:** None

5. **7/19 - 9/30/19**
   - **A)** SCOs contact SAAs to clarify if any missing extension campuses are still in the approval process.
   - **B)** SCOs submit missing extension campuses to their SAAs using their standard, state-specific process.
   - **C)** On 8/5/19, SCOs submit enrollments starting on or after 12/1/19.
   - **Impact to ELRS:** None

6. **9/30/19**
   - All extension campus spreadsheets submitted to VA by 5 p.m. ET.
   - **Impact to ELRS:** ELRs will NOT be able to make any manual updates to VA systems from 10/1 – 10/31. SAAs submit new main, branch and extension campuses approved after 9/30 to ELRs.

7. **11/1/19**
   - SAAs submit any new approved main, branch or extension campus to their ELRs.
   - **Impact to ELRS:** SAAs will continue to submit approval documents to the ELRs, who will now need to manually enter all campus data into WEAMS or VA-ONCE.

8. **TBD**
   - Integrated Colmery Delivery team compiles all extension campus data submitted during this timeframe and batch uploads it into VA-ONCE.
   - **Impact to ELRS:** ELRs will be able to view new extension campuses in VA systems.
WHAT IS CHANGING?

System: Addition of all known extension campuses to VA-ONCE

Campus Selection: Using the actual campus attended (main, branch, or extension) for any enrollment that begins on or after 12/1/2019

WHAT IS NOT CHANGING?

System: Step-by-Step process for certifying enrollments

Campus Selection: Using the main or branch campus for any enrollments at an extension campus that begin before 12/1/2019

Other: Process for submitting new campuses through SAAs
SYSTEM OVERVIEW
If a facility has an extension campus approved by the State Approving Agency, it was added to VA-ONCE in addition to WEAMS.

There are very few changes in functionality, but there are some additional edits and restrictions on extensions. Extension campuses will have an ‘X’ in the third character of the facility code.
Any SCO with access to the main facility code also has been given access to the extension campus sub-facility code. This can be seen in dropdowns throughout VA-ONCE. For example, when adding a student or on the Student Select page.
The Standard Programs for all extension campus sub-facilities will “point” to the main campus facility. You will not need to add Standard Programs to the extension campus sub-facility code, and you will be unable to add programs exclusively to the extension campus sub-facility code. All programs must be approved through the main campus and entered under the main campus facility code.
Like Standard Programs, the extension campus sub-facility code will use the Standard Terms of the main campus facility code. You will not need to, or be able to, add term dates at only the extension campus sub-facility code.
Like Standard Programs & Terms, the extension campus sub-facility will use the School Standard Remarks of the main campus facility. If a remark is needed specific to the extension, it can be added to the main campus facility.
Certifying Enrollments on or after 12/1/2019

You will be able to certify terms with a begin date on or after 12/1/19 at the extension campus sub-facility code. There will be an edit which will prevent you from submitting terms with a begin date prior to 12/1/19.

Past terms that need to be re-certified due to the student attending the extension campus will be addressed in a future release.
SCENARIOS
Scenarios: A Note

• For the purposes of the following scenarios:
  – Fall Semester = Terms starting 8/1 or later
  – Spring Semester = Terms starting 1/1 or later
Scenario 1:
• A Pennsylvania main campus has a facility in Ohio that meets the VA definition of an extension campus.

Question:
• Can this extension campus be approved?
No. Extension campuses are not approvable across states lines. In order to be approved, there must be a main or branch campus with administrative capabilities located in the same state as the extension campus providing residence training.
**Scenario 2:**

- Jennifer is attending a veterinarian program for the Fall 2019 and Spring 2020 term at IHL University. She is taking 9 credit hours for both terms.
  - First semester, she is taking 5 credits at the University’s medical campus. The remaining 4 credits are being taken at a local hospital.
  - Second semester, all the classes she attends are on the main campus.

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>FACILITY CODE</th>
<th>TERM START DATE</th>
<th>TERM END DATE</th>
<th>CREDIT HRS</th>
<th>MHA RATE</th>
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</thead>
<tbody>
<tr>
<td>IHL University (Fall)</td>
<td>14953440</td>
<td>8/1/2019</td>
<td>12/15/2019</td>
<td>5</td>
<td>$1,200</td>
</tr>
<tr>
<td>Hospital</td>
<td>14X00140</td>
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<td>12/15/2019</td>
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<td>IHL University (Spring)</td>
<td>14953440</td>
<td>1/15/2020</td>
<td>5/14/2020</td>
<td>9</td>
<td>$1,200</td>
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</table>
Question:

• To what location should Jennifer’s enrollment starting on 1/15/2020 be certified?
• What MHA rates should she receive for the Fall semester (8/1/2019 – 12/15/2019)?
Outcome:

Jennifer is taking the majority of her Spring semester credits at IHL University’s main campus. Her enrollment should be certified to the main campus.

She is taking the majority of her credits for the fall semester and all of her credits for the semester starting 1/15/2020 at the main campus. Jennifer should receive $1,200 for both.
Scenario 3: Jerome is starting an engineering program for the semester starting 08/01/2020 at IHL University. He is taking 9 semester hours total; 4 of which are located at the University’s Engineering Building on the main campus and 5 of which are being taken at a local engineering center.

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>FACILITY CODE</th>
<th>TERM START DATE</th>
<th>TERM END DATE</th>
<th>CREDIT HRS</th>
<th>MHA RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>IHL University</td>
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<td>8/1/2020</td>
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<td>Engineering Center</td>
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Questions:
• Do both of these enrollments need to be certified?
• What MHA rate will Jerome receive for this term?
Yes, both enrollments will need to be certified.

Since this is Jerome’s first enrollment and the majority of his courses are being taken at the local engineering center, Jerome will receive $1,100.
Scenario 4:

- Billy is attending a teaching program for the spring term beginning 1/15/20 at IHL University. He is taking 12 credit hours total, 6 of which are located at the University’s main campus and 6 of which are required electives taught at the nearby approved middle school extension campus in a different zip code.

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>FACILITY CODE</th>
<th>TERM START DATE</th>
<th>TERM END DATE</th>
<th>CREDIT HRS</th>
<th>MHA RATE</th>
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<tr>
<td>IHL University (Spring)</td>
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<td>Middle School</td>
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<td>5/14/2020</td>
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<td>$1,100</td>
</tr>
</tbody>
</table>

Question:

- Does an enrollment need to be certified for both locations?
- What rate will Billy receive?
Billy is taking the same amount of credits at both locations for this term. Two enrollments must be certified – one for the credits he is taking at the main campus and one for the credits he is taking at the approved extension campus middle school.

Billy should receive the rate that is most advantageous: $1,200.
Scenario 5:

- Michelle is attending a Psychology program for the term starting 8/1/19 at IHL University. She is taking 18 credits, of which 10 are taken on the main campus and 8 are taken at a research facility.

- Effective 10/12/19, Michelle withdrawing from a course she is taking on the main campus worth 4 credit hours, reducing her total credit hours to 14.

<table>
<thead>
<tr>
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<th>TERM END DATE</th>
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<th>MHA RATE</th>
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</thead>
<tbody>
<tr>
<td>IHL University (Fall)</td>
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<td>Research Facility</td>
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<td>12/15/2019</td>
<td>8</td>
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</tbody>
</table>

Adjustment: IHL University (Fall) Enrollment at Main Campus

<table>
<thead>
<tr>
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<th>TERM END DATE</th>
<th>CREDIT HRS</th>
<th>MHA RATE</th>
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</thead>
<tbody>
<tr>
<td>IHL University (Fall) Enrollment</td>
<td>14953440</td>
<td>8/1/2019</td>
<td>10/12/2019</td>
<td>6</td>
<td>--</td>
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Question:

- What location will Michelle’s MHA payment be based off of after the adjustment?
At the start of the term, Michelle was taking the majority of her credits at the main campus. When she withdrew from 4 of the 10 credits she had enrolled for at the main campus, the 8 credits she was taking at the research facility became the location that she now was taking the majority of her credits.

Her MHA base rate will be based off of the research facility location. Michelle will receive $1,100 from 8/1/2019 – 10/12/2019 and $1,200 starting 10/13/2019.
Pop Quiz
Next Steps
<table>
<thead>
<tr>
<th>Event Name</th>
<th>Event Date/Time</th>
<th>Attendees</th>
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<tr>
<td>SCO Virtual</td>
<td>July 24, 2019</td>
<td>Region 1 SCOs (Northeast)</td>
</tr>
<tr>
<td>Webinar #1</td>
<td>11 AM – 12:30 PM Eastern</td>
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<tr>
<td>SCO Virtual</td>
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<td>Region 2 SCOs (Continental)</td>
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<td>Event Name</td>
<td>Event Date/Time</td>
<td>Attendees</td>
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<td></td>
<td>August 2, 1:30-2:30 PM Eastern</td>
<td>SCOIs</td>
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Next Steps

Stay tuned over the coming months as VA keeps steady communication with all stakeholder groups as we progress towards the 107/501 Go-Live.

**Short Term:** Continue to reach out to the Forever GI Bill inbox with questions or suggestions.

**Short Term:** Attend one of the Open Houses occurring 7/29 – 8/2.

**Ongoing:** VA will continue to communicate on upcoming changes through regular webinars, email, blog posts, etc.
THANK YOU!