VRAP FACT SHEET
Veterans Retraining Assistance Program.

IMPORTANT THINGS TO REMEMBER WHEN ENROLLING THROUGH THE VRAP PROGRAM AT BLUEGRASS COMMUNITY & TECHNICAL COLLEGE

- VRAP money comes directly to the student, not to the college; and it will not arrive until up to 30 days after classes have begun. Therefore it is the student's responsibility to make payment arrangements with the Business Office so that he or she is not purged from their classes. ***BCTC will NOT hold tuition until VRAP money arrives because the money does not come to the school, but rather to the student***. It is highly recommended that students receiving VRAP funds apply for financial aid through the fafsa at http://www.fafsa.ed.gov
- Students wishing to receive VRAP Benefits (currently $1,564 per month) **must be enrolled in at least 12 full-time credit hours throughout the entire semester for fall or spring courses in order to receive VRAP payments**. Be sure to check your courses and the dates they begin and end because the VA goes by dates, not just credit hours. You must maintain 12 credit hours the **ENTIRE SEMESTER** to receive the VRAP monthly allowance. For 8-week sessions you must maintain 6 credit hours. *Please see Gwen for summer session full-time requirements.*
- When you fill out your VRAP application online (**VA Form 22-1990R**) you MUST have a school and program listed or you will not be approved to use VRAP. This is required on all applications.
- Only students taking courses towards a degree or certificate program **pre-approved by VRAP** will be certified to receive VA benefits. Please see the VA Certifying Official for a list of approved VRAP programs or the GI Bill Website.
- The VRAP program is only good for 12 months of school/training. The expiration date will be listed on your Certificate of Eligibility.
- VRAP students must purchase their textbooks ahead of time and then pay themselves back when they receive their first VRAP check approximately a month after classes have begun. There is no voucher provided to VRAP students because their money does not come directly to the school.
- VRAP students are only paid while they are enrolled in classes.
- **VRAP students must verify their attendance every month you are enrolled in order to receive payment**. You can do this here: https://www.gibill.va.gov/resources/verify_attendance/ **You can certify your enrollment each month via phone by calling 1-877-823-2378 (WAVE – Web Automated Verification of Enrollment) You will do this on the LAST DAY OF THE MONTH or thereafter.**
- VRAP does not pay for courses that are not needed for the student's degree or certificate program, or for remedial/developmental courses that are taken in an online or independent study format.
- It is the responsibility of the student to notify the BCTC VA Certifying Official of any schedule changes including additions, reductions in course load, or withdrawal from any and/or all courses.
- Students wishing to use their VRAP benefits must present the BCTC Certifying Official with a copy of their certificate of eligibility from the Department of Veterans Affairs along with submitting the online schedule information card in order to be certified for benefits.
- Following initial certification, each semester thereafter that a student is enrolled and wishes to use their VRAP benefits, they must fill out the VA Schedule Card online or submit a schedule card to Gwen via email, fax, or in person.
- Any questions should be directed to Gwen Hacker, BCTC VA Certifying Official at gwen.hacker@kctcs.edu or (859) 246-6820
- ONLINE SCHEDULE INFORMATION CARD LINK: https://legacy.bluegrass.kctcs.edu/forms/student_affairs/va_schedule_information_card/