



# VETERAN and MILITARY SERVICES RESOURCE GUIDE

**Office of Veteran and Military Services**  
**Miami Dade College Kendall Campus**  
11011 SW 104 Street | Miami, FL 33176 | Building 2, Room 2141  
305-237-2841 | [veterans@mdc.edu](mailto:veterans@mdc.edu)

Office Hours | Monday – Thursday: 8:00 a.m. – 7:00 p.m.  
Friday: 8:00 a.m. – 4:30 p.m.

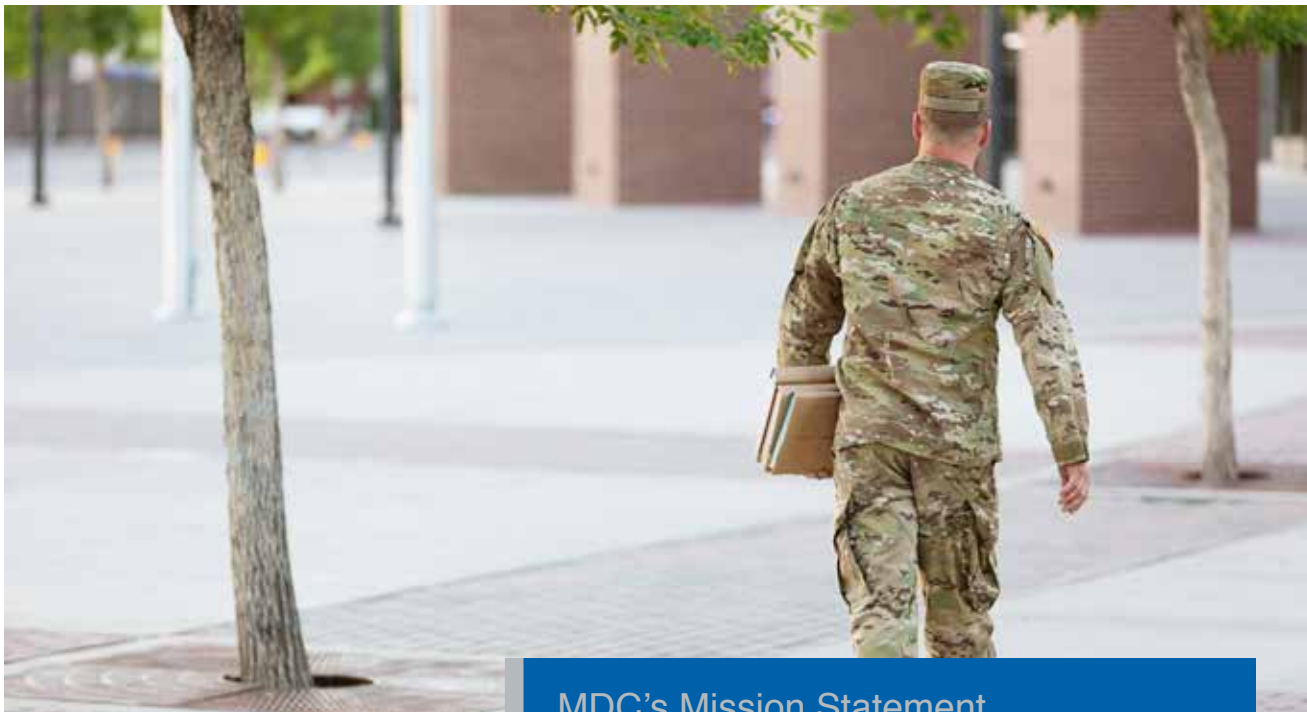


## Welcome!

We are proud of your sacrifice for our country and are eager to assist you in your educational endeavors at our institution. Please use this resource guide to acclimate yourself with pertinent information and procedures.

### Table of Contents

MDC's Mission Statement .....	3	CHAPTER 1606 (Montgomery GI Bill Selected Reserve) .....	12
In the Know .....	4	CHAPTER 1607 (Reserve Educational Assistance Program) (REAP) .....	13
Check List .....	5	Purple Heart Tuition Waiver .....	14
Veterans Upward Bound program .....	6	<b>Education Information</b> .....	15
Types of Benefits .....	7-13	<b>Tuition Assistance</b> .....	16
CHAPTER 33 (POST 9/11 GI BILL® for Compliance of DOD MOU) .....	7	<b>Grants, Scholarship, and Other</b> .....	16
CHAPTER 31 (Vocational Rehabilitation & Employment) .....	8	<b>Out-of-State Tuition</b> .....	17
CHAPTER 35 (Dependent & Survivor's Assistance) .....	9	<b>Sample Forms</b> .....	18-21
Transfer of Entitlement to Dependents (POST 9/11 GI BILL®) .....	10	<b>Campus Information</b> .....	22
CHAPTER 30 (Montgomery GI Bill Active Duty) .....	11	School Code, Admissions and Registration, Veteran & Military Services, Financial Aid, Testing and ACCESS Department	
		<b>Contact Information</b> .....	23



## MDC's Mission Statement

The Veteran & Military Services Office at Miami Dade College supports the College's mission by serving Veteran & Military Services students as accurately, thoroughly, and as quickly as possible. We strive to provide our services through courteous, professional, and responsive means to complement student learning. If you have questions about utilizing your military or veterans educational benefits, you may request information and one of our advisors will assist you.

Miami Dade College's Veteran and Military Services office is available to assist all eligible U.S. Military and Veteran students and dependents who are using their VA educational benefits to further their education. MDC's staff can provide information about educational entitlements and certifying educational benefits to the Department of Veteran Affairs (DVA). This Resource guide is full of information about MDC Staff/Contacts, Admissions/Registration, Certification Information, Certification Process, Non-compliance, Forms, Financial Aid, and Important Links.

### **Veterans: Get Credit for What You Know**

MDC offers college credit for passing DANTES Subject Standardized Test (DSST) examinations. DANTES exams can assist current or former service members in achieving their educational goals at MDC. Students can take these exams in order to earn college credit instead of taking a college course.

You've learned a lot in your time in the military, knowledge you can use to earn college credits through tests like the CLEP and DSST (DANTES). That means you'll get your degree faster and save money. Best of all, you can take these tests for a fraction of their cost.

### **Reimbursement for Veterans**

Through the GI Bill, you can be reimbursed for much of the cost of eligible tests, such as the CLEP. Simply schedule your test at an MDC testing center, pay the testing fee, take your test, and request reimbursement from the VA. For more information, visit: <https://benefits.va.gov/gibill/>

## In the Know



Veterans

Veterans Upward Bound Program

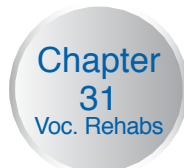
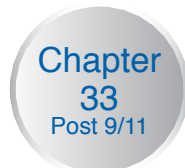
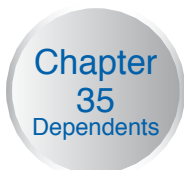
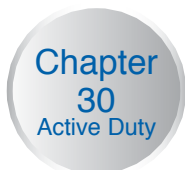
Dependents

Active Duty Personnel

### Check List for Students

- ✓ Priority Registration
- ✓ Veteran Resource Center
- ✓ VA Academic Advising
- ✓ Payment Deferments
- ✓ Campus Engagement Activities
- ✓ Community Resources/Partners

## Type of Benefits





## LET'S GET STARTED - STEP BY STEP CHECK LIST

### STEP 1

- \_\_\_\_\_ Complete Admissions Application: <http://www.mdc.edu/admissions/>  
Download and complete (Tuition Waiver for Combat Decoration PDF)  
<http://www.mdc.edu/admissions/forms/Tuition-Waiver-for-Combat-Decoration.pdf> (page 21)
- \_\_\_\_\_ Proof of Florida Residency OR Out-of-State Tuition Waiver (page 20)  
Submit appropriate document to Office of Admissions & Registration
- \_\_\_\_\_ Mail Official Transcripts (from institution to institution; no direct mailing from student accepted)  
Transcript Processing Services  
11011 S.W. 104 Street | Room R301  
Miami, FL 33176-3393

### STEP 2

- \_\_\_\_\_ Take Placement Test  
New Students enrolling in AA or AA program must submit SAT/ACT scores.  
Postsecondary Education Readiness Test (PERT)  
New Transfer Students who have successfully completed college-level English or Math can see an advisor directly.  
Non-English Speakers must take the COMPASS/ESL exam.  
Students Enrolling in Vocational Courses or Programs must take the TABE exam.

### STEP 3

- \_\_\_\_\_ Apply for Financial Aid  
Complete the application at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).  
Regardless of veteran benefits, you may be eligible for additional financial aid through scholarships or grants. Use the respective School Code when applying. (page 22)

### STEP 4 Must be completed every semester

- \_\_\_\_\_ Meet with an Advisor & Register for Classes / Advising Contact/Room Number (page 23)  
Obtain Individualized Educational Plan (IEP) or My Academic Plan (MAP)

### REGARDING YOUR MILITARY BENEFITS

PLEASE VISIT <https://www.va.gov/education/how-to-apply/> FOR INFORMATION

### STEP 5

- \_\_\_\_\_ Required Documents in order to be certified (Visit our website at [www.mdc.edu/main/vsi](http://www.mdc.edu/main/vsi))
  - \_\_\_\_\_ VA Application (22-1990 / 22-1995 / 28-1905 / 22-1990e / 22-5490 / 22-5495) (Circle)
  - \_\_\_\_\_ DD 214
  - \_\_\_\_\_ Certificate of Eligibility (COE) \_\_\_\_\_%
  - \_\_\_\_\_ NOBE, KICKER
  - \_\_\_\_\_ Other \_\_\_\_\_

### STEP 6 Must be completed every semester

CERTIFICATION REQUESTS ARE COMPLETED ONLINE  
[https://mdc.formstack.com/forms/veteran\\_certification\\_request\\_form](https://mdc.formstack.com/forms/veteran_certification_request_form)

### STEP 7

- \_\_\_\_\_ Obtain Student ID & Parking Decal – Student Life Office at your respective campus



## Veterans Upward Bound program

Helping Veterans Succeed in Postsecondary Education

- No cost for participants
- Academic assistance
- Preparation for the PERT exam
- Assistance with GI benefits
- A stipend for participants
- One-on-one tutoring

For more information please contact the  
VUB program Director, Elena Cruz:

Direct: 305-237-0509

Office: 305-237-2841

E-mail: [vub@mdc.edu](mailto:vub@mdc.edu)

<http://www.mdc.edu/upward-bound/veterans>

“Miami Dade College supports Military and Veterans by providing courteous, professional, and responsive services to complement student learning.”

## Types of Benefits - Chapter 33

### CHAPTER 33 (POST 9/11 GI BILL®)

The Post-9/11 GI Bill provides up to 36 months of education benefits, generally payable for 15 years following your release from active duty.

#### - TUITION AND FEES ARE PAID DIRECTLY TO MIAMI DADE COLLEGE -

	Basic Allowance for Housing (BAH)	Book Stipend	Annual Tuition & Fees Max.
100% .....	\$2,376.00.....	\$500.00.....	\$22,805.34
90% .....	\$2,138.40.....	\$450.00.....	\$20,524.81
80% .....	\$1,900.80.....	\$400.00.....	\$18,824.27
70% .....	\$1,663.20.....	\$350.00.....	\$15,963.74
60% .....	\$1,425.60.....	\$300.00.....	\$13,683.20
50% .....	\$1,188.00.....	\$250.00.....	\$11,402.67
40% .....	\$950.40.....	\$200.00.....	\$9,122.14

[http://www.benefits.va.gov/gibill/post911\\_gibill.asp](http://www.benefits.va.gov/gibill/post911_gibill.asp)

\*\*Online students receive half of the BAH national average (\$805.50)\*\*

#### Eligibility Criteria

Veterans who have served at least 90 days of active duty service after September 10, 2001 and received an honorable discharge will qualify for the Post-9/11 GI Bill. To qualify for the full benefit a Veteran must have served at least 3 years of active duty after September 10, 2001. Those who qualify for the Active Duty GI Bill, the Reserve GI Bill or REAP\* will have the option to choose which benefit best suits their need.

For those who served on active duty after 9/10/2001, the following chart applies:

Member Serves	Percentage of Maximum Benefit Payable
At least 36 months.....	100%
At least 30 continuous days on active duty and must be discharged due to service-connected disability.....	100%
At least 30 months, but less than 36 months .....	90%
At least 24 months, but less than 30 months .....	80%
At least 18 months, but less than 24 months .....	70%
At least 12 months, but less than 18 months .....	60%
At least 06 months, but less than 12 months .....	50%
At least 90 days, but less than 06 months .....	40%

#### Required documents for Veteran & Military Services:

- 22-1990/22-1995
- DD-214
- Certificate of Eligibility (COE)



## Types of Benefits - Chapter 31

### CHAPTER 31 (Vocational Rehabilitation & Employment)

<http://www.benefits.va.gov/vocrehab/index.asp>

The Vocational Rehabilitation and Employment (VocRehab) program is authorized by Congress under Title 38 of the United States Code, Chapter 31. It is sometimes referred to as the Chapter 31 program. VocRehab helps Service members and Veterans with service-connected disabilities prepare for, find, and maintain suitable careers.

#### Counselor Information

9800 West Commercial Boulevard, Suite A205  
Sunrise, FL 33351 | (954) 475-5500

#### Monthly Stipend Paid to Student

	Fall/Spring	Summer (A/B)	Summer (C)
Full-Time.....	12.....	4+.....	8+.....
3/4 Time.....	9-11.....	3.....	6-7.....
1/2 Time.....	6-8.....	2.....	4-5.....
<1/2 Time.....	4-5.....	1.....	3.....
1/4 Time.....	1-3.....	1.....	1-2.....

#### Required documents for Veteran & Military Services:

- 28-1905
- DD-214

#### REMINDERS

- Chapter 33 recipients must be enrolled for more than 1/2 time (7 credits) to receive BHA payment.
- Chapters 30, 31, 35, 1606 & 1607 recipients must be enrolled for at least 1/2 time to receive monthly stipend.

#### Textbooks and Required Course Materials

1. Obtain a signed copy of the Certified 1905 form from your School Certifying Official (SCO) and your schedule to the Campus Bookstore.
2. Locate the required course materials for your courses in the bookstore. Provide a copy of your class schedule to a bookstore employee for assistance.
3. Take your Certified 1905 form and Course Materials to the register. Cashier will process your transaction and collect the 1905 form. A copy of the Certified 1905 form is needed for each visit.

#### Supplies

1. Obtain a signed copy of the Certified 1905 form from your School Certifying Official (SCO) and bring it to the Campus Bookstore.
2. Locate the supplies you wish to purchase.
  - a. There is a \$45.00 purchase limit per semester for supplies.
  - b. Some supplies require additional approval before purchase is authorized. See below for details on these items.
    - i. If additional approval is needed, an email (from your DVR counselor) authorizing the purchase will suffice as approval for the purchase.
    - ii. If the approval for purchase is noted on the Certified 1905 form, the campus bookstore can proceed with processing the purchase.
    - iii. If the purchase will not count toward the \$45.00 supply limit, this must also be noted in the authorization.
3. Take your Certified 1905 form and supplies to the register. A cashier will process your transaction and collect the Certified 1905 form. A copy of the Certified 1905 form is needed for each visit where materials are transacted. The purchase limit of \$45.00 is tracked across all Campus locations.

**- TUITION AND FEES ARE PAID DIRECTLY TO MIAMI DADE COLLEGE -**



## Types of Benefits - Chapter 35

### CHAPTER 35 (Dependent & Survivor's Assistance)

[http://www.benefits.va.gov/gibill/survivor\\_dependent\\_assistance.asp](http://www.benefits.va.gov/gibill/survivor_dependent_assistance.asp)

There are two main GI Bill programs offering education assistance to survivors and dependents of Veterans:

#### The Marine Gunnery Sergeant John David Fry Scholarship (Fry Scholarship)

is available for children and spouses of Service members who died in the line of duty after September 10, 2001. Full-in state tuition costs covered for training pursued at public institutions. Books and supplies stipend (paid to the student) of up to \$1,000 per year. Individual receives benefits for up to 15 years from the service member's death paid for a maximum of 36 months.

#### The Survivors' and Dependents' Educational Assistance (DEA) Program

offers education and training opportunities to eligible dependents of Veterans who are permanently and totally disabled due to a service-related condition or of Veterans who died while on active duty or as a result of a service-related condition. Monthly amount paid directly to the student. Benefits expire 20 years from the service members date of death paid for a maximum of 45 months. You may be eligible for more than one of these programs. In most situations, you will be required to make an irrevocable election between the DEA program and Fry Scholarship when you apply. Beneficiaries are not able to use the same qualifying event for more than one benefit unless you are a child of a Service member that died in the line of duty prior to August 1, 2011.

#### Monthly Stipend Paid to Student

Training Time	Monthly Rate
Full-Time .....	\$1,224.00
¾ Time .....	\$967.00
½ Time .....	\$710.00
Less than ½ time and more than ¼ time .....	\$710.00
¼ time or less .....	\$306.00

#### Required documents for Veteran & Military Services:

- 22-5490/225495
- COE
- DD-214
- Letter of Disability Service Member

**- TUITION AND FEES ARE PAID BY THE STUDENT -**



## Types of Benefits - Transfer of Entitlement to Dependents

### Transfer of Entitlement to Dependents (POST 9/11 GI BILL®)

<https://www.va.gov/education/transfer-post-9-11-gi-bill-benefits/>

An Armed Forces member (active duty or Selected Reserve) has the opportunity to transfer Post 9/11 GI Bill benefits to their spouse or dependent children after the member has served at least six years and makes an additional commitment to serve 4 more years.

After separating from the military, a veteran cannot elect new dependents to receive transferred benefits or modify the effective date of the initial transfer of entitlement to a prior date. Entitled students will receive benefits equivalent to Chapter 33 Post9/11. It includes tuition and fees paid directly to school, monthly housing allowance and book stipend based on the service member percentage of benefits and quantity of months transferred.

See Chapter 33 (page 7)

### **- TUITION AND FEES ARE PAID DIRECTLY TO MIAMI DADE COLLEGE -**

#### Required documents for Veteran & Military Services:

- 22-1990e/22-1995
- DoD Transfer Letter
- Certificate of Eligibility (COE)



## Types of Benefits - Chapter 30

### CHAPTER 30 (Montgomery GI Bill Active Duty)

[http://www.benefits.va.gov/gibill/mgib\\_ad.asp](http://www.benefits.va.gov/gibill/mgib_ad.asp)

The Montgomery GI Bill (MGIB) is available to those who enlist in the U.S. Armed Forces. There are two main programs:

#### Montgomery GI Bill Active Duty (MGIB-AD)

For active duty members who enroll and pay \$100 per month for 12 months and are then entitled to receive a monthly education benefit once they have completed a minimum service obligation.

#### Montgomery GI Bill Selected Reserve (MGIB-SR)

For Reservists with a six-year obligation in the Selected Reserve who are actively drilling.

#### Monthly Stipend Paid to Student

Training Time	Monthly Rate
Full-Time.....	\$1,857.00
¾ Time.....	\$1,392.75
½ Time.....	\$928.50
Less than ½ time and more than ¼ time.....	\$928.50
¼ time or less.....	\$464.25

#### Required documents for Veteran & Military Services:

- 22-1990/22-1995
- DD-214
- Certificate of Eligibility (COE)
- Kicker (if qualified)

\*Rate applies for those completing an enlistment of three years or more.

**- TUITION AND FEES ARE PAID BY THE STUDENT -**





## Types of Benefits - Chapter 1606

### CHAPTER 1606 (Montgomery GI Bill Selected Reserve)

[http://www.benefits.va.gov/gibill/mgib\\_sr.asp](http://www.benefits.va.gov/gibill/mgib_sr.asp)

MGIB-SR program provides education and training benefits to eligible members of the Selected Reserve, including the Army Reserve, Navy Reserve, Air Force Reserve, Marine Corps Reserve and Coast Guard Reserve, and the Army National Guard and the Air National Guard. Eligibility for this program is determined by the Selected Reserve components and VA makes the payments.

#### Monthly Stipend Paid to Student

Member Serves	Percentage of Maximum Benefit Payable
Full Time .....	\$369.00
¾ Time .....	\$276.00
½ Time .....	\$184.00
Less than ½ Time .....	\$92.25

#### Required documents for Veteran & Military Services:

- 22-1990/22-1995
- Notice of Basic Eligibility (NOBE)
- Certificate of Eligibility (COE)
- DD-214
- Kicker (if qualified)

**- TUITION AND FEES ARE PAID BY THE STUDENT -**

## Types of Benefits - Chapter 1607

### CHAPTER 1607 (Reserve Educational Assistance Program) (REAP)

<http://www.benefits.va.gov/gibill/reap.asp>

REAP provides educational assistance to members of the Reserve components called or ordered to active duty in response to a war or national emergency declared by the president or Congress. The Post-9/11 GI Bill in many ways has replaced REAP because it also provides educational assistance benefits for Reserve and National Guard members called to active duty on or after September 11, 2001, and in many cases provides a greater benefit than REAP. This change affects beneficiaries differently:

#### Current REAP beneficiaries

Veterans who were attending an educational institution on November 24, 2015, or during the last semester, quarter, or term ending prior to that date, are eligible to continue to receive REAP benefits until November 25, 2019.

#### REAP beneficiaries not attending school

Veterans who applied for REAP but were not attending an educational institution on November 24, 2015, or during the last semester, quarter, or term ending prior to that date, are no longer eligible to receive REAP benefits. You may be eligible to receive benefits under the Post-9/11 GI Bill.

#### New REAP applicants

Veterans who have not enrolled in school and applied for REAP benefits prior to November 25, 2015, are no longer eligible for REAP benefits. However, in most cases, you will be eligible for the Post-9/11 GI Bill.

#### Monthly Stipend Paid to Student

Training Time	Consecutive service of 90 days but less than one year	Consecutive service of 1 year+	Consecutive service of 2 years+
Full-Time.....	\$742.80.....	\$1,114.20.....	\$1,485.60.....
¾ Time.....	\$557.10.....	\$835.65.....	\$1,114.20.....
½ Time.....	\$371.40.....	\$557.10.....	\$742.80.....
Less than ½ time but more than ¼ time.....	\$371.40.....	\$557.10.....	\$742.80.....
¼ time or less.....	\$185.70.....	\$278.55.....	\$371.40.....

#### Required documents for Veteran & Military Services:

- 22-1990/22-1995
- Certificate of Eligibility (COE)
- DD-214

**- TUITION AND FEES ARE PAID BY THE STUDENT -**



## Types of Benefits - Purple Heart Tuition Waiver

### Purple Heart Information

Effective Fall term 2006 and pursuant to Florida Statute 1009.26(9), Miami Dade College will waive undergraduate tuition for each recipient of a Purple Heart or other combat decoration superior in precedence as listed below. This waiver includes tuition and related fees that are assessed to all students, regardless of the program or credit course in which they are enrolling. Fees that are waived include charges that all students must pay as part of their instructional costs/costs per credit hour which are not linked to specific courses. Fees not included in this waiver are "user" fees. User fees include laboratory fees and other special fees that support specific programs and/or courses.

### In order to be awarded the Purple Heart waiver, a student must meet the following requirements:

- A. Complete all admission requirements, including application for admission.
- B. Is currently, and was at the time of the military action that resulted in the awarding of the Purple Heart or other superior combat decoration, a resident of Florida. The burden of proof is on the student to provide one of the following documents evidencing residency in Florida at the time of the military action that resulted in the awarding of the combat decoration:
  1. DD-214 form, military separation document
  2. DD-2058 form, military state of legal residence certificate
  3. Leave and Earning Statement (LES) or the Defense Finance and Accounting Service(DFAS) Form 702, which specifies place of residence
  4. Letter or affidavit from the military administrative office verifying residence at the time of combat
  5. One or more state or federal documents evidencing legal ties to Florida (e.g., Homestead exemption, driver's license, vehicle registration, voter id).
- C. Submit the DD-214 form issued at the time of separation from service as documentation that the student has received a Purple heart or another combat decoration listed below:
  1. Purple Heart
  2. Bronze Star (must be "V" designation or device)
  3. Distinguished Flying Cross
  4. Legion of Merit (must be "V" designation or device)
  5. Silver Star
  6. Air Force Cross
  7. Navy Cross
  8. Distinguished Service Cross
  9. Medal of Honor
- D. This waiver for a Purple Heart recipient or recipient of another combat decoration superior in precedence shall be applicable for 110 percent of the number of required credit hours of the degree or certificate program for which the student is enrolled.
- E. This waiver is considered "countable aid" for student financial aid purpose. Therefore, the college financial office will be notified if a student qualifies for this waiver.

Students should go to the Admissions & Registration office on their Campus or speak with the VA staff member for further information on how to receive the waiver.

## Education Information

### Remedial / Refresher Courses

Effective October 31, 2013, veterans students who are currently on "active" duty status, or entered the 9th grade after the 2003-2004 school years, and subsequently earned a Florida standards high school diploma, may not be certified for the pursuit of remedial/refresher courses. This change effects remedial/refresher courses that start on or after November 1, 2014. (FL Statues SB 1720). Exceptions: If a student graduated with a GED, graduated from a private Florida high school, or a high school outside the State of Florida (as long as student is not on active duty status.)

### Repeating Courses

Classes that are successfully completed may not be certified again for VA purposes. However, if a student fails a class, or if a program requires a higher grade than the one achieved in a particular class, that class may be repeated and certified again. If a course is required for graduation, a student may repeat the course and be certified for that course until it is successfully completed. If a student chooses to repeat a course that was successfully completed, just to improve their GPA, that course cannot be certified. Only the state rate will be paid for courses that are repeated and the additional cost is the responsibility of the student. The student must meet the standards of academic progress in order for the repeat course to be paid.

### Change of Major Procedures

Students using VA educational benefits while attending MDC must complete the following steps to change major/degree programs:

1. Complete a Change of Major request form in the Office of Advisement Services.
2. Complete a Change of Program or Training Place form on the e-benefits site (<https://www.ebenefits.va.gov/ebenefits/homepage>).
3. Submit a copy of Change of Major (MDC) AND Change of Program or Training Place (VA) to [veterans@mdc.edu](mailto:veterans@mdc.edu).

Once the major/degree program has been approved by Miami Dade College and the VA, the change will be submitted through our reporting system and classes will be certified.

### Reductions and/or Withdrawals

Grades of 'IW' (Instructor Withdrawal) and 'W' (Withdrawal) after the add/drop period for the term will impact VA educational benefits. If a rate of pursuit changes, the VA may bill tuition and fees, housing allowance, and/or additional funds deposited.

### Prior Learning Assessment/Experience

\*\*All veterans and military students are required to submit a Joint Service Transcripts (JST's), Air Force Transcripts and/or transcripts from prior institutions. Please review your options below.\*\*

**Option 1** Students submits official military transcript to Miami Dade College, Transcript Processing Services:  
Miami Dade College  
Attention: Transcript Processing Services  
11011 S.W. 104th Street, Room R301, Miami, Florida 33176-3393  
Telephone: (305) 237-2701 | Email: [transcripts@mdc.edu](mailto:transcripts@mdc.edu)

Applicable credits will be transferred.

**Option 2** The student will attempt to earn credits through Prior Learning Assessment options: <http://www.mdc.edu/pla/>  
-Credit-by-Exam  
-Portfolio-based Assessment  
-Professional Training

## Tuition Assistance

**Military Tuition Assistance** is a benefit paid to eligible members of the Army, Navy, Marines, Air Force, and Coast Guard. Congress has given each service the ability to pay up to 100% for the tuition expenses of its members. Each service has its own criteria for eligibility, obligated service, application process and restrictions by the individual services. Tuition Assistance is not a loan; it should be viewed as money you have earned just like your base pay. For information regarding Tuition Assistance, please visit <http://www.military.com/education/money-for-school/tuition-assistance-ta-program-overview.html> or contact Janet Galdamez, Account Specialist III, Student Financial Services, at (305) 237-0042 or via email at [jgaldame@mdc.edu](mailto:jgaldame@mdc.edu).

## Grants, Scholarship, and Other Assistance

**Grants, Scholarship, and Other Assistance** The Financial Aid department at Miami Dade College can provide financial assistance to those students that qualify. There are different types of aid such as grants, scholarships and loans. For a detailed explanation, refer to Financial Aid Department.

Per the VA Handbook(1), “any waiver, aid or assistance that is designated to reduce the student’s Tuition and Fee costs will be deducted from the net in-state charges reported to VA.” This policy will affect chapters 33-Post 9/11, 31-VocRehab, the Fry Scholarship and Transfer of Entitlement (Ch. 33) since the Tuition & Fees are submitted directly to Miami Dade College.

**Grants (Gifts Aid)** are based on financial need and do not need to be repaid.

**Scholarships** These funds are given to the students based on academic achievements and do not need to be repaid.

**Loans** money you borrow that must be repaid with interest.

Source: <http://www.mdc.edu/financialaid/>

(1) U.S. Department of Veterans Affairs. School Certifying Official Handbook, Revision 5.6. The Florida Association of Veterans Education Specialists State Conference – St. Pete Beach, FL, June 3rd, 2019, (pp. 48).





## Out-of-State Tuition Information

### Out-of-State Tuition Information (form on page 20)

Miami Dade College (MDC) wishes to honor veteran students who have served our country. Based on a change in Florida Statute (F.S.) 1009.25(2) regarding fee exemptions, **MDC is now offering an out-of-state tuition waiver for eligible veteran students, their spouses and dependent children.**

Veteran students, their spouses and dependent children must meet the following criteria to be eligible to apply for the out-of-state tuition waiver:

1. Be enrolled at MDC in a degree-seeking program in the Fall Term 2013 or thereafter.
2. Maintain minimum academic requirements, which are a minimum 2.00 term GPA, as well as a minimum 2.00 cumulative GPA as shown on the academic transcript.
3. Provide veteran eligibility documents for the veteran, spouse, or dependent child, such as an honorable discharge, DD214, Notice of Basic Eligibility (NOBE), military orders, or any other relevant, official federal documents.
4. Submit a completed out-of-state tuition waiver application with the appropriate documentation prior to the first day of classes for each term for which the out-of-state tuition waiver is sought. Please refer to the MDC Academic Calendar, available at [http://www.mdc.edu/main/academics/academic\\_calendar.aspx](http://www.mdc.edu/main/academics/academic_calendar.aspx) to determine the first day of classes for upcoming terms.
5. Submit a completed veteran student out-of-state tuition waiver application, with all required accompanying documents to the office of Veteran and Military Services.

Once the waiver is approved and applied to your account, the out-of-state tuition waiver will allow you to pay the in-state tuition portion; however, you will remain classified as out-of-state for tuition purposes. The out-of-state tuition waiver may be combined with VA benefits, financial aid and other scholarships, for which you should verify your eligibility with the Financial Aid Office and your home campus VA Certifying Official in the Admissions and Registration Office.

The veteran student out-of-state tuition waiver will be offered on a renewable basis--as long as the minimum academic requirements are met as stipulated above--until the veteran student, spouse, and/or dependent children become Florida resident(s) for tuition purposes, as established by Florida state laws, 1009.21, Florida Statutes (F.S.) and 6A-10.044, Florida Administrative Code (F.A.C.), but not to exceed one year from the first day of the term for which the waiver is granted.

**No retroactive reimbursement of tuition payments for previous terms will be made.**

Please contact the office of Veteran and Military Services for assistance with your out-of-state tuition waiver application.

# SAMPLE FORM - Request for an Application Fee Waiver

[www.mdc.edu/admissions/forms/Application-%20Fee-Waiver-Form.pdf](http://www.mdc.edu/admissions/forms/Application-%20Fee-Waiver-Form.pdf)

- Admission Application Fee \$30
- International Student Application Fee \$50
- Bachelor's Application Fee \$25\*

\*Note: BSN Program Application Fee not eligible for fee waiver

**STUDENT: Print or type the information requested and personally sign the Certification Statement below.**

CERTIFICATION STATEMENT: I certify that I meet one of the eligibility requirements to request a waiver for the application fee.

STUDENT'S NAME	STUDENT'S SIGNATURE	MDID#
<hr/>		
MDC EMAIL ADDRESS	PHONE NUMBER	

**STUDENT DEAN OR DESIGNEE: Print or type the information requested and check one or more of the eligibility requirements. Student Dean or designee must personally sign the Certification Statement below.**

CERTIFICATION STATEMENT: I certify that the student named on this form meets the eligibility requirement(s) checked below.

NAME	SIGNATURE
<hr/>	
TITLE	CAMPUS

**ELIGIBILITY REQUIREMENTS: Student must meet at least one of the following eligibility requirements to qualify for an application fee waiver.**

- Student is a U.S. Veteran or active duty military.
- Student is seeking admission as a Dual Enrollment/Early Admission Student.
- Student's family receives public assistance.
- Student is living in federally subsidized public housing, a foster home or experiencing homelessness.
- Student is a ward of the state or an orphan.
- Other (Explanation Below):

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## Out of State Tuition Waiver Information

### OUT-OF-STATE TUITION WAIVER

#### Information & Eligibility

1) Effective July 1, 2015 and pursuant to Title VII, Sections 701 and 702 of the Veterans Access, Choice and Accountability Act of 2014, all public institutions administering VA GI Bill Programs must charge in-state tuition and fee amounts to “covered individuals.” A “covered individual” is defined in the

#### Choice Act as:

- a. A veteran who lives in the state in which the institution of higher learning is located (regardless of his/her formal state residence) and enrolls in the school within three years of discharge from a period of active duty service of 90 days or more.
- b. A spouse or child using transferred benefits who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school within 3 years of the veterans discharge from a period of active duty of 90 days or more.
- c. A spouse or child using benefits under the Marine Gunnery Sergeant John David Fry Scholarship who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school within three years of the service member’s death in the line of duty following a period of active duty of 90 days or more.

**Note 1:** Individuals who initially meet the requirements above will maintain “covered individual” status as long as they remain continuously enrolled at the institution of higher learning, even if they are outside the 3-year window or enroll in multiple programs.

**Note 2:** Individuals enrolled in Virtual College (taking online courses and residing outside of the State of Florida) are not covered under federal or state law and are not exempt from paying the out-of-state tuition and fees.

- 2) Pursuant to Florida Statutes Rule 6A-14.0305, out-of-state fees are waived for honorably discharged veterans of the United States Armed and Reserve Forces (Air Force, Army Coast Guard, Marines and Navy) and the National Guard (Army or Air) or any other student who entitled to and used educational assistance provided by the United States Department of Veterans Affairs who physically resides in Florida while enrolled as a degree or certificate seeking student. Tuition and fees charged to a student who qualifies for out-of-state fee waiver under this subsection may not exceed the tuition and fees charged a resident student enrolled in the same program.
- 3) Pursuant to Florida Statutes Chapter 1009.26 (13) (a), Congressman C.W. “Bill” Young Veteran Tuition Waiver Program expands eligibility for out-of-state fee waiver to veterans’ spouses and dependents and any other student who entitled to and used educational assistance provided by the United States Department of Veteran Affairs who physically resides in Florida while enrolled as a degree or certificate seeking student. This provision also includes honorably discharged veterans of the U.S. Armed Forces, U.S. Reserve Forces or the National Guard who are not using VA Educational Benefits. It also eliminates the 110 percent credit hour limitation.
- 4) Pursuant to Florida Statute 1009.285, a student will be required to pay tuition at 100 percent of the full cost of instruction upon the third attempt of a course unless the Florida College System institution has granted an exception due to extenuating circumstances.
- 5) Pursuant to Florida Statute 1009.21 (10), an Active Duty member of the Armed Services of the United States residing or stationed in this state, their spouse, and dependent children, and active drilling members of the Florida National Guard are classified as resident for tuition purposes.

# SAMPLE FORM - Out of State Tuition Waiver

Must be completed every semester

[www.mdc.edu/main/images/278201924337PM\\_tcm6-104788.pdf](http://www.mdc.edu/main/images/278201924337PM_tcm6-104788.pdf)

## Applicants for Out-of-State Waiver Must Meet the Following Eligibility Criteria

- 1) MDC Eligibility Criteria: Veteran and Military Student eligibility and verification will include a minimum:
- a. **Veteran & Military Students**
    - i. Proof that a veteran/military student physically resides in the state. This may include, but is not limited to, Florida Driver's License, Florida Identification Card, and Voter Identification Card.
    - ii. Proof that the veteran is honorably discharged. Information may be found on the veteran's DD 214 (Member 4 Copy), discharge certificate, Certificate of Eligibility from the VA or other documentation as deemed appropriate by the Florida College System.
  
  - b. **Active Duty Students**
    - i. A current Armed Forces identification card. For dependent or children, a current Armed Forces dependent identification card.
    - ii. Federal Tuition Assistance Request Form

**PLEASE COMPLETE THE INFORMATION BELOW**

Instructions: Veteran/Military students who meet the eligibility criteria and wish to apply for this waiver must complete the entire section below and submit this form to the Veteran & Military Services Office at Kendall Campus.

John Doe		1234567890
Name of Student		Student ID/SSN
Spring 2020 (2203)		(098)765-4321
Term	Fall 2019 (2197)	Phone Number
Kendall	John.doe000@mymdc.net	
Campus	Email	

By signing this form, I, \_\_\_\_\_, understand and agree to the following terms:

- 1) Receiving an Out-of-State Tuition waiver does NOT constitute classification as a Florida resident for tuition purposes and does NOT necessarily qualify me for such classification in the future.
- 2) I must apply for this waiver every term.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please submit this form, along with supporting documents, to [veterans@mdc.edu](mailto:veterans@mdc.edu).

# SAMPLE FORM - Tuition Waiver for Combat Decoration

[www.mdc.edu/admissions/forms/Tuition-Waiver-for-Combat-Decoration.pdf](http://www.mdc.edu/admissions/forms/Tuition-Waiver-for-Combat-Decoration.pdf)

## TUITION WAIVER FOR COMBAT DECORATION

Effective Fall 2006 and pursuant to Florida Statute 1009.26(9), Miami Dade College will waive undergraduate tuition for each recipient of a Purple Heart or other combat decoration superior in precedence as listed below. This waiver includes tuition and related fees that are assessed to all students, regardless of the program or credit course in which they are enrolling. Fees that are waived include charges that all students must pay as part of their instructional costs/costs per credit hour which are not linked to specific courses. Fees not included in this waiver are "user" fees. User fees include laboratory fees and other special fees that support specific programs and/or courses.

### Student Information

Name of Student \_\_\_\_\_ Student ID \_\_\_\_\_

Term \_\_\_\_\_ Phone Number \_\_\_\_\_

Campus \_\_\_\_\_ Email \_\_\_\_\_

SCO \_\_\_\_\_ Program \_\_\_\_\_

### Select all that apply

- |  |   |
|--|---|
| <input type="checkbox"/> Medal of Honor                      | <input type="checkbox"/> Navy Cross                     |
| <input type="checkbox"/> Defense Distinguished Service Medal | <input type="checkbox"/> Distinguished Service Medal    |
| <input type="checkbox"/> Silver Star                         | <input type="checkbox"/> Defense Superior Service Medal |
| <input type="checkbox"/> Legion of Merit ("V" designation)   | <input type="checkbox"/> Distinguished Flying Cross     |
| <input type="checkbox"/> Navy/Marine Corps Medal             | <input type="checkbox"/> Bronze Star ("V" designation)  |
| <input type="checkbox"/> Purple Heart                        | <input type="checkbox"/> Air Force Cross                |

### Requirements/Supporting Documents

1. Complete all admission requirements, including application for admission.
2. Demonstrate proof of Florida residency (DD 214 OR DD 2058).

This waiver for a Purple Heart recipient or recipient of another combat decoration superior in precedence shall be applicable for 110 percent of the number of required credit hours of the degree or certificate program for which the student is enrolled. This waiver is considered "countable aid" for student financial aid purpose. Therefore, the college financial office will be notified if a student qualifies for this waiver.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**PLEASE SUBMIT THIS FORM TO THE ADMISSIONS & REGISTRATION OFFICE AT YOUR RESPECTIVE CAMPUS**

## Campus Information

### North Campus

11380 NW 27 Avenue | Miami, FL 33168

School Code: 010223

Admissions & Registration

Room 1123 .....	305-237-1111
Veteran & Military Services.....	305-237-1545
Financial Aid, Room 1119 .....	305-237-1058
Testing, Room 1160.....	305-237-1015
Access, Room 6112 .....	305-237-1272

### Kendall Campus

11011 SW 104 Street | Miami, FL 33176

School Code: 004536

Admissions & Registration

Room R131 .....	305-237-2222
Veteran & Military Services.....	305-237-2841
Financial Aid, Room R340.....	305-237-2325
Testing, Room R500 .....	305-237-2341
Access, Room 2121 .....	305-237-2767

### Wolfson Campus

300 NE 2nd Avenue | Miami, FL 33132

School Code: 014631

Admissions & Registration

Room 3114 .....	305-237-3131
Veteran & Military Services.....	305-237-3349
Financial Aid, Room 3115 .....	305-237-3115
Testing, Room 3104.....	305-237-3011
Access, Room 1180 .....	305-237-3072

### Medical Campus

950 NW 20 Street | Miami, FL 33127

School Code: 014632

Admissions & Registration

Room 1201 .....	305-237-4444
Veteran & Military Services.....	305-237-4442
Financial Aid, Room 1201 .....	305-237-4160
Testing, Room 1303.....	305-237-4275
Access, Room 1115-12.....	305-237-4027

### Homestead Campus

500 College Terrace, Homestead, FL 33030

School Code: E00611

Admissions & Registration

Room A106.....	305-237-5555
Veteran & Military Services.....	305-237-5555
Financial Aid, Room A106.....	305-237-5024
Testing, Room A114 .....	305-237-5105
Access, Room A233.....	305-237-5046

### Eduardo J. Padrón Campus

627 SW 27 Avenue | Miami, FL 33132

School Code: E00994

Admissions & Registration

Room 1117 .....	305-237-6045
Veteran & Military Services.....	305-237-6104
Financial Aid, Room 1117 .....	305-237-6040
Testing, Room 1110.....	305-237-6041
Access, Room 1111 .....	305-237-6360

### Hialeah Campus

1780 West 49 Street, Hialeah, FL 33012.....

School Code: E01296

Admissions & Registration

Room 2101 .....	305-237-8775
Veteran & Military Services.....	305-237-8775
Financial Aid, Room 2101 .....	305-237-8779
Testing, Room 1220-01.....	305-237-8791
Access, Room 2101-12.....	305-237-8786

### West Campus

3800 NW 115 Avenue, Doral, FL 33175

School Code: 004536

Admissions & Registration

Room 2114 .....	305-237-8900
Veteran & Military Services.....	305-237-4968
Financial Aid, Room 1214 .....	305-237-8941
Testing, Room 2110.....	305-237-8979
Access, Room 2114-11 .....	305-237-4907

### Carrie P. Meek Entrepreneurial Education Center

6300 NW Seventh Ave., Miami, FL 33150

305-237-1903

Admissions & Registration

Room 1101 .....	305-237-1903
Testing, Room 1101.....	305-237-1909

## Veterans and Military Services Contact Information

**Miami Dade College Kendall Campus**  
 11011 SW 104 Street, Miami, FL 33176  
 Building 2, Room 2141 .....veterans@mdc.edu

**Office of Veteran  
 and Military Services** ..... 305-237-2841

**VA Benefits Information** ..... 1-888-442-4551

**Office Hours**  
 Monday – Thursday: ..... 8:00 a.m. – 7:00 p.m.  
 Friday: ..... 8:00 a.m. – 4:30 p.m.

### Contacts

Donna Zazanis-Burke ..... 305-237-0995  
 Director of Veteran and Military Services  
 dzazanis@mdc.edu

Giovanny Castano ..... 305-237-2808  
 Administrative Assistant  
 gcastano@mdc.edu

#### School Certifying Officials (SCO)

Last Names A-F & Aviation  
 Zenaida Rabi-Menendez ..... 305-237-2790  
 zrabimen@mdc.edu

Last Names G-O  
 Tekesha Serrano ..... 305-237-2853  
 tserrano@mdc.edu

Last Names P-Z & Out of State Waivers  
 Jacqueline Bravo ..... 305-237-2829  
 jbravo5@mdc.edu

#### Veterans Upward Bound (VUB)

Elena Cruz ..... 305-237-0509  
 Grant Director, Veterans Upward Bound  
 ecruz7@mdc.edu

Nuria Claramunt ..... 305-237-0509  
 Student Success Coach  
 nclaramu@mdc.edu

Jaime Baxter ..... 305-237-0509  
 Student Success Coach  
 Jbaxter1@mdc.edu

Adriana Bevilacqua ..... 305-237-0509  
 Student Success Coach  
 abevilac@mdc.edu

Roy Williams ..... 305-237-0509  
 Associate Instructor  
 rwilli5@mdc.edu

Osazomon Imarenezor ..... 305-237-0509  
 Tutor  
 oimarene@mdc.edu

**VA Clerks/Liaisons**  
 Homestead Campus  
 Andrea Barrera ..... 305-237-5555  
 abarrera@mdc.edu

Wolfson / Eduardo J. Padrón Campus  
 Brandon Davidson ..... 305-237-3540  
 bdavids1@mdc.edu

Wolfson Campus  
 Andrea Smith ..... 305-237-3349  
 Csmith9@mdc.edu

North Campus  
 Kenia Freeman ..... 305-237-1545  
 kfreeman@mdc.edu

Medical Campus  
 Marina Metler ..... 305-237-4442  
 mmetler@mdc.edu

West Campus  
 Kyle Kegley ..... 305-237-4968  
 kkegley@mdc.edu

Hialeah Campus  
 Samara Alcocer ..... 305-237-8775  
 salcocer@mdc.edu

Kendall Campus  
 Luz Hernandez ..... 305-237-0598  
 lhernan9@mdc.edu

Nelly Kairuz ..... 305-237-0594  
 nkairuz@mdc.edu

Caridad Ruiz ..... 305-237-0582  
 cruiz@mdc.edu

Tuition Assistance/Kendall Campus  
 Janet Galdamez ..... 305-237-0042  
 jgaldame@mdc.edu

#### VA Academic Advisor Liaisons

Kendall Campus  
 Erick Archer ..... 305-237-0306  
 earcher@mdc.edu

Wolfson Campus  
 Tony Chapman ..... 305-237-3312  
 wchapman@mdc.edu

Virtual College  
 Jose Sanchez ..... 305-237-7592  
 jsanchez@mdc.edu

West Campus  
 Ania Canales-Toledo ..... 305-237-8517  
 acanale1@mdc.edu

Notes

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Thank you for your service!