Students must be currently enrolled in an approved educational program and must have a current benefit award to use WAVE.

**SCHOOL RESPONSIBILITIES**

Additional information in the U.S Department of Veterans Affairs, School Certifying Official Handbook

- School Certifying Officials complete annual training administered by Dept of VA and State Accrediting Agency.
- Keep VA informed of the enrollment status of Veterans and other eligible persons.
- Keep up-to-date on current VA rules and benefits
- Maintain records of VA students and make all records available for inspection.
- Certify in accordance with the school's Yellow Ribbon agreement
- Apprise supervisors of any internal problems that may affect service to VA students
- Keep the State Approving Agency (SAA) informed of any new programs or changes in current programs, academic policies, procedures, addresses, phone numbers, and certifying officials.

**OU VETERANS CHOICE ACT RESIDENCY RECLASSIFICATION**

Additional Information on In-State & Out-of-State Tuition Policy in OU Admissions & Recruitment

**OSRHE Policy**

Each residency petition is judged on its own merit using the guidelines and regulations established by the Oklahoma State Regents for Higher Education (OSRHE) (PDF) (3.18 In-state/out-of-state Status of Enrolled Students). It is the student's responsibility to provide documentation to support a petition for in-state tuition classification. **Petitions that are not supported by sufficient documentation will be denied.**

**Supporting Evidence or Documentation**

Actions such as the following may help to support an application for resident tuition status insofar as they apply to the **Basic Definition of Resident Status:** maintaining a permanent home/domicile in Oklahoma for at least 12 months prior to the first day of class attendance at any Oklahoma institution of higher education; evidence of some convincing way intent to remain in Oklahoma indefinitely after graduation (in other than a graduate student capacity); owning property and paying state property taxes, voter registration. **All of these things will be taken into consideration as part of a petition for in-state tuition classification, but are not, in and of themselves, sufficient to establish residency.**

The issue of intent to remain in Oklahoma after completing one's education is important in reclassifying financially independent adult students. Each individual must present his or her own special set of circumstances, along with documentation, to support the contention that he or she intends to remain in Oklahoma after graduation or ceasing to enroll as a student. Verification of full-time employment after graduation is an example of documentable intent to remain; however, verification of future employment should be no more than one calendar year prior to the expected graduation date. This is not the only means to establish this intent. All materials and circumstances presented by the student will be considered, but the evidence must clearly and convincingly show a student's intent to stay in Oklahoma.
Uniformed Services and Other Military Service/Training
Active Uniformed Service/Discharged or Released from Active Uniformed Service for whom Oklahoma is the Home of Record
The following shall be eligible for in-state status:

- Members of the uniformed services, along with their dependent children and spouse, who provide evidence that they are full-time active duty status of more than thirty (30) days in the uniformed services stationed in Oklahoma or temporarily present through military orders. Further, when members of the armed services are transferred out-of-state, the member, their spouse and dependent children shall continue to be classified as in-state as long as they remain continuously enrolled.

- Regardless of the residency of the student, dependent children or spouse of a person who is currently serving as a member of the active uniformed services of the United States on full-time active duty status of more than thirty (30) days for whom Oklahoma is the home of record.

- Person, or dependent children or spouse of a person, who was discharged or released from a period of not fewer than ninety (90) days of active uniform service and less than five (5) years before the date of enrollment in the course(s) concerned and for whom Oklahoma is the home of record.

- Former full-time active uniformed services personnel who remain in Oklahoma after their service may retain their in-state status without the 12 month requirement if they establish domicile as defined in this policy.

Active Uniformed Service/Discharged or Released from Active Uniformed Service (Regardless of the Home of Record)
Pursuant to Title 70, O.S., Section 3247 (as amended), the following is compliant with the eligibility criteria prescribed in the Veterans’ Access, Choice, and Accountability Act of 2014.

A student who files with the University of Oklahoma a letter of intent (PDF) to establish residence in the state and who resides in the state while enrolled at OU shall be eligible for in-state status if the student:

- Is a person who was discharged or released from a period of not fewer than ninety (90) days of active duty uniform service, less than five (5) years before the date of enrollment in the course(s) concerned, and is pursuing a course of education with educational assistance under Chapters 30 or 33 of Title 38 of the United States Code while living in Oklahoma; or

- Is a person who is entitled to assistance under Section 3311(b)(9) or 3319 of Title 38 of the United States Code by virtue of a relationship to a person who was discharged or released from a period of not fewer than ninety (90) days of active duty uniformed services, and enrolls in the course(s) concerned within five (5) years of the date the related person was discharged or released from a period of not fewer than ninety (90) days of active duty uniformed services or

- Is a person who is the spouse/dependent of an individual currently serving as a member of the active, uniformed services (Army, Navy, Air Force, Marine Corps, Coast Guard, National Oceanic and Atmospheric Administration, and Public Health Service) of the United States on full-time, active duty status of more than thirty (30) days and is using Chapter 30 or 33 GI Bill benefits.

- is a recipient of the Marine Gunny Sergeant John David Fry Scholarship and is using it as a GI Bill benefit.

Pursuant to Section 3676(C) of Department of Veterans Affairs Expiring Authorities Act of 2018 (effective March 1, 2019) a student who files with the University of Oklahoma a letter of intent (PDF) to establish residence in the state and who resides in Oklahoma while enrolled at OU shall be eligible for in-state status if the student is a recipient of Chapter 31, Vocational Rehabilitation.

Please contact OU Veteran Student Services for more information.

You may obtain a copy of your DD214 through eBenefits.

Chapter 33 & 31 – Veterans Benefits and Transition Act of 2018

Additional information found in Bursar Services Bill Pay

Service charges and holds are placed on student accounts until accounts are brought current. Chapter 33 and Chapter 31 beneficiary students receive holds and service charges pending a payment from the VA. Students using these benefits must present their VA Certificate of Eligibility to Office of Veteran Student Services, complete the request to be certified using the electronic Veteran Course Confirmation Form, provide any additional information needed for the School Certifying Official to properly certify, and self-identify to the Bursar Office when requesting charges and holds be removed prior to VA payments received by the Bursar.

OU MILITARY SERVICE CREDIT

The University awards credit for educational experiences during military service according to the recommendations of the American Council on Education as published in the ‘Guide to the Evaluation of Military Experiences in the Armed Services.’ The policies governing the acceptance of credit awarded for military experience toward satisfying degree requirements vary among the degree-recommending colleges of the University. Students should contact their college academic advisement office for specific information on the applicability of this type of credit toward degree requirements. General questions concerning the evaluation of educational experiences in the armed services should be directed to the Office of Admissions.

The grade of S (satisfactory) is assigned to all credit awarded for military training.

Students with educational experiences in the military must submit the following military records to the Office of Admissions & Recruitment for review.

- Army, Navy, Coast Guard and Marine Corps: Submit an official Joint Services Transcript. Students may request a Joint Services Transcript be sent electronically to the University.

- Air Force Personnel and Veterans: Request an official transcript from the Community College of the Air Force for work taken as an undergraduate, or from the Air University for work taken as a graduate student. Community College of the Air Force transcripts may be ordered by sending a request in writing to: CCAF/RRR, 130 West Maxwell Blvd, Maxwell AFB AL 36112-6613, (334) 953-2794 (DSN 493-2794). You may also visit www.airuniversity.af.edu/Barnes/CCAF/. Air University transcripts may be obtained by writing to the Registrar’s Office, 50 South Turner Blvd., Maxwell AFB-Gunter Annex AL 36118-5643.
• **DANTES/USAFI**: Students may also request a transcript from DANTES (Defense Activity for Non-Traditional Education Support) or USAFI (United States Armed Forces Institute—tests taken prior to July 1, 1974). Many tests taken under the auspices of DANTES or USAFI carry American Council on Education credit recommendations recognized by the University. Official DANTES transcripts can be ordered from Thomson Prometric, P.O. Box 6604, Princeton, NJ 08541-6604, (877) 471-9860 (toll free). A transcript of USAFI courses or tests completed prior to July 1, 1974 may be obtained from Thomson Prometric, P.O. Box 6605, Princeton, NJ 08541-6605. Visit getcollegecredit.com to learn more.

• **DANTES tests (DSSTs)** can also be taken by people who are not in the military. These tests are offered through the Center for Independent and Distance Learning, 1600 S. Jenkins, Room 101, Norman, OK 73072. Call (405) 325-1921 for questions.

**OU extended campus**

Information about Military Student Services on the Extended Campus-College of Professional and Continuing Studies.

**Students Called to Active Duty**

**WHAT YOU NEED TO DO**

**Early in the Semester**

If you are a main campus student, you need to contact either Veteran Student Services at 325-4308 or Kellie Dyer at 325-4147 or by email kdyer@ou.edu. The Office of the Registrar will need a copy of your orders as soon as possible. You can fax them to 325-3639. The Office of the Registrar will withdraw you from your classes and notify Bursar Services and Financial Aid.

If you are a student in OU Extended Campus, Independent Study or Academic Programs, you need to contact R. William Jacobs II, va@ou.edu. He will need a copy of your orders as soon as possible. You can fax them to 325-7273. The Registrar will withdraw you from your classes and notify Bursar Services and Financial Aid.

**Mid to Late Semester**

If time allows, visit with each of your instructors to discuss your options.

The faculty and staff have been instructed by the Provost office to assist you in the disposition of your coursework. This may include early completion of courses, withdrawal or receipt of grades of Incomplete. Whatever your decision, you must then notify Veteran Student Services so they can counsel you on how it will impact your Montgomery or Post 9/11 GI Bill®.

**When you Know the Semester in which you will Return**

We will do everything we can to get you back in classes as seamlessly as possible. You may go online to one.ou.edu at the appropriate time and enroll. If you have any stops/holds, advising or otherwise, you may email Veteran Student Services at veterans@ou.edu and they will forward your email to the appropriate person(s).

**OTHER CONSIDERATIONS**

If you are living in University Housing, you need to submit a release application and a copy of your orders. You should be released from your contract with no penalty. Contact Housing and Food Services to begin your release application. Email: housinginfo@ou.edu or phone 325-3511 and H&F will guide you through the process.

If you have a parking permit, send the permit to OU Parking and Transportation, 1332 Jenkins Avenue, Norman OK 73019. Parking and Transportation will credit your Bursar account. The Bursar will issue a refund if there are no other outstanding charges to your account. If you have any questions about this, contact Parking and Transportation at 325-3311 or parking@ou.edu.

If you purchased your textbooks at any of the Norman campus area bookstores, the stores will give you a refund as long as you can present a receipt.

If you have checked out materials from the University Libraries, be sure they get returned.

If you need to change your address, go to one.ou.edu.