1. **How do I get certified?** Each term, send a request to va@ou.edu. In the request, please include the courses you want certified, the term that the courses fall in, and your 9 digit Sooner ID Number (112-XX-XXXX). A Certificate of Eligibility (COE) must be submitted to va@ou.edu before a student can be certified. Contact the VA directly to get a COE.

2. **How early can I send my request?** You can send a request as soon as the courses are confirmed on your schedule. Courses are usually certified around the beginning of the term.

3. **How do I get my BAH/Housing paid?** BAH/Housing is paid to non-active duty, Chapter 33 Post 911 GI Bill students that are in greater than half time status. For Undergraduate Students, that is a minimum of 7 hours for Spring and Fall, a minimum of 4 hours in the Summer. For Graduate Students, that is a minimum of 5 hours for Spring and Fall, a minimum of 3 hours in the Summer. Housing payments will be disbursed directly to the student via check or direct deposit. BAH for on-site courses will be paid at the Oklahoma rate. BAH for online courses will be paid at half the national average rate. Contact the VA directly for specific payment questions.

4. **What is full time for VA purposes?** For VA Undergraduate Students full time is 12 hours in Spring and Fall, 6 hours in the Summer. Seminar Courses are always certified at full time. For VA Graduate Students full time is 9 hours in Spring and Fall, 4 hours in the Summer. Seminar Courses are always certified at full time.

5. **How much of my benefit will this class use up?** Each day in class will use a day of benefit. Courses taken concurrently only expend one day of benefit per calendar day in class.

6. **I am changing from Chapter X to Chapter 33 Post 911 GI Bill. Is there anything I need to give you?** Yes, you need to provide a new Certificate of Eligibility (COE) to va@ou.edu. Please, make note in the email that you are changing benefits.

7. **I forgot to submit my requests for the last year! What do I do now?** The VA will accept a certification 1 year past the add/drop date. Though it is not recommended, you can submit your request after the course has taken place.

8. **Can I get my COMPS certified?** No. Though courses taken concurrently with COMPS can be certified, the VA will not pay benefits for the COMPS themselves.

9. **What do I do if a certified class has been dropped or cancelled?** Notify va@ou.edu ASAP, so that appropriate adjustments can be made to your certification. This will help to limit and eliminate debt.

10. **Why am I not getting 100% of my VA benefit?** The VA determines the amount of each student’s benefit. Contact the VA directly for specific information regarding your benefits.

11. **Who can I contact with my VA related questions?** University of Oklahoma Outreach VA questions can be sent to va@ou.edu. Questions regarding your VA payments should be referred directly to the VA at 1-888-442-4551. Due to FERPA constrains, the VA cannot release student payment information to school officials.