



1. FIRST - MIDDLE - LAST NAME OF CLAIMANT

Jermaine W. Merritt

2. VA FILE NUMBER

3. PROGRAM GOAL

To obtain and maintain entry level employment in the occupational goal of a: DOT# 169: Administrative services or similar work within a related field utilizing degree and transferable skills.

4. REHABILITATION PLAN

☐ IWRP ☒ IWRP/IEAP ☐ IEEP ☐ IEAP ☐ IILP

5. ANTICIPATED PLAN COMPLETION DATE (MM/YYYY)

12/2027

6. OCCUPATIONAL CODE AND TITLE

169 Administrative Specializations

7. CASE MANAGEMENT LEVEL

☐ Level 1 ☒ Level 2 ☐ Level 3

8. SUBSISTENCE ALLOWANCE RATE ELECTION (Select One)

☒ CH31SA RATE ☐ P911SA RATE ☐ HIGHER RATE BETWEEN CH31SA AND P911SA (Claimant must be eligible for P911SA rate).

NOTE: This election will remain in effect unless claimant elects a new rate by notifying case manager in writing.

INTERMEDIATE OBJECTIVES

9. OBJECTIVE ONE

Veteran will complete a 2 + 2 College Transfer Program to pursue a bachelor's degree in business management for securing the skills required for desired work.

9A. SERVICES

Academic instruction, tuition, fees, books, required supplies, subsistence allowance plus medical/dental benefits as needed.

9B. DURATION OF SERVICES (MM/YYYY)

FROM	TO
01/2025	12/2027

9C. NAME & ADDRESS OF PERSON OR FACILITY PROVIDING SERVICES

CENTRAL PIEDMONT COMM. CLG.

Post Office Box 35009

Attention Sandee Patton

Aai- No Aai

Charlotte, NC 28235

9D. POINT OF CONTACT

Sandee Patton

9E. EMAIL ADDRESS

9F. TELEPHONE NO. (Include Area Code)

(704) 330-6267

Enter International Phone Number (If applicable)

9G. EVALUATION CRITERIA

Compliance with the rules and regulations outlines in the school catalog governing progress, attendance and conduct. Compliance with Chapter 31 guidelines, including taking only courses approved for your program. 2.8 GPA Overall.

9H. EVALUATION PROCEDURE


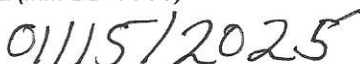
Copies of official grades will be provided to the Case Manager at the end of each term. Meetings with assigned Case Manager for supervisory campus visits as scheduled will be maintained. Veteran will maintain a full time training status.

9I. EVALUATION SCHEDULE

Level II

10. OBJECTIVE TWO Veteran will continue to provide labor market information on an annual basis in the field of Administrative Specializations.		
10A. SERVICES Local employment office will assist in gathering labor market information.	10B. DURATION OF SERVICES (MM/YYYY)	
	FROM	TO
	01/2014	05/2018
10C. NAME & ADDRESS OF PERSON OR FACILITY PROVIDING SERVICES 		
10D. POINT OF CONTACT James McRavion		
10E. EMAIL ADDRESS 		
10F. TELEPHONE NO. (Include Area Code) 336-776-6722 <div style="text-align: center; margin-top: 10px;">Enter International Phone Number (If applicable)</div>		
10G. EVALUATION CRITERIA Labor market information continues to indicate a viable labor market in the field of Administrative Specializations.		
10H. EVALUATION PROCEDURE Provide case manager with labor market information.		
10I. EVALUATION SCHEDULE Annually		
11. OBJECTIVE THREE Veteran will participate in an internship or work experience in an effort to increase overall marketability of degree.		
11A. SERVICES School advisor or employment agency will provide possible internship or work experience sites.	11B. DURATION OF SERVICES (MM/YYYY)	
	FROM	TO
	01/2016	08/2018
11C. NAME & ADDRESS OF PERSON OR FACILITY PROVIDING SERVICES U N C: CHARLOTTE - (FACIL PAYMTS STUD. ACCTS) 9201 University City Boulevard Attention Linda Haywood Aai No Aai Charlotte, NC 28223		
11D. POINT OF CONTACT Linda Haywood		
11E. EMAIL ADDRESS 		

11F. TELEPHONE NO. (Include Area Code) (704) 687-5862		Enter International Phone Number (If applicable)						
11G. EVALUATION CRITERIA Successful completion of internship goals and objectives.								
11H. EVALUATION PROCEDURE Provide documentation of successful completion of internship or work experience goals and objectives.								
11I. EVALUATION SCHEDULE Last year of coursework								
12. OBJECTIVE FOUR Maintain treatment for Diabetes Type II condition and any other condition that may offer limitations to participation in approved program.								
12A. SERVICES Referral to local VAMC or VAMC-OPC for treatment related to service connected disabilities. Veteran will utilize local public emergency care services until medical stability is secured for transfer to VAMC.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: left; padding: 2px;">12B. DURATION OF SERVICES (MM/YYYY)</th> </tr> <tr> <th style="width: 50%; text-align: center; padding: 2px;">FROM</th> <th style="width: 50%; text-align: center; padding: 2px;">TO</th> </tr> <tr> <td style="text-align: center; padding: 2px;">01/2014</td> <td style="text-align: center; padding: 2px;">08/2018</td> </tr> </table>		12B. DURATION OF SERVICES (MM/YYYY)		FROM	TO	01/2014	08/2018
12B. DURATION OF SERVICES (MM/YYYY)								
FROM	TO							
01/2014	08/2018							
12C. NAME & ADDRESS OF PERSON OR FACILITY PROVIDING SERVICES V A M C - SALISBURY 116 Brenner Avenue Salisbury, NC 28144								
12D. POINT OF CONTACT Asuefa Berry								
12E. EMAIL ADDRESS								
12F. TELEPHONE NO. (Include Area Code) 7046389000x4066		Enter International Phone Number (If applicable)						
12G. EVALUATION CRITERIA Veteran will keep all scheduled medical appointments and follow treatment recommendations. Inform case manager of additional appointment and follow-up referral needs.								
12H. EVALUATION PROCEDURE Case Manager will monitor veteran's progress in medical treatment by reviewing medical records and/or speaking with treating professionals.								
12I. EVALUATION SCHEDULE as needed.								
13. OBJECTIVE FIVE								
13A. SERVICES	13B. DURATION OF SERVICES (MM/YYYY)							

17H. EVALUATION PROCEDURE		
17I. EVALUATION SCHEDULE		
18. OBJECTIVE TEN		
18A. SERVICES	18B. DURATION OF SERVICES (MM/YYYY)	
	FROM	TO
18C. NAME & ADDRESS OF PERSON OR FACILITY PROVIDING SERVICES		
18D. POINT OF CONTACT		
18E. EMAIL ADDRESS		
18F. TELEPHONE NO. <i>(Include Area Code)</i> Enter International Phone Number <i>(If applicable)</i>		
18G. EVALUATION CRITERIA		
18H. EVALUATION PROCEDURE		
18I. EVALUATION SCHEDULE		
CERTIFICATION AND SIGNATURE		
The claimant certifies that he or she was involved in the development of this rehabilitation plan. The claimant agrees to satisfactorily participate to achieve his or her rehabilitation goal and to participate in the periodic and/or an annual review of this rehabilitation plan.		
19. SIGNATURE OF CLAIMANT 	21. DATE (MM-DD-YYYY) 	
22. SIGNATURE OF VOCATIONAL REHABILITATION COUNSELOR	23. DATE (MM-DD-YYYY)	



VOCATIONAL REHABILITATION GUIDELINES AND DEBT PREVENTION

NAME Mr. Jermaine W. Merritt	VA FILE NUMBER Last 4 digits: 3455 / 00
PROGRAM GOAL To obtain and maintain entry level employment in the occupational goal of a: DOT# 169: Administrative services or similar work within a related field utilizing degree and transferable skills.	PLAN TYPE IWRP/IEAP

These guidelines address questions most frequently asked when a claimant starts his or her Chapter 31 or the Veteran Readiness and Employment (VR&E) program. These guidelines will assist you in understanding your benefits, what is expected from you, and what you can expect from participating in this program. The guidelines also include the method for determining payment for subsistence allowance, and how to avoid an overpayment. You may contact your assigned Vocational Rehabilitation Counselor (VRC) for additional information or questions regarding these guidelines.

INDIVIDUALIZED WRITTEN REHABILITATION PLAN

Your rehabilitation plan is a written agreement between you and the Department of Veterans Affairs (VA) that outlines the plan of services, which you and your VRC have agreed are necessary for you to reach your program goal. It is very important that you follow the objectives of your plan thoroughly to ensure that you meet your program goal.

A specific type of plan is developed to provide you with services that are based on your specific rehabilitation needs. Your VRC will explain the specific type of plan developed for you from the list below:

- Individualized Written Rehabilitation Plan (IWRP)
- Individualized Extended Evaluation Plan (IEEP)
- Individualized Independent Living Plan (IILP)
- Individualized Employment Assistance Plan (IEAP)

Note: Any changes to services outlined in your rehabilitation plan require prior approval from your VRC and agreement between you and your VRC.

REQUIREMENTS OF YOUR REHABILITATION PLAN

1. Case Management Appointments with your Vocational Rehabilitation Counselor

Regular meetings with your assigned VRC are a requirement of your program. Your VRC's role is to assist you with any problems that may keep you from reaching your goals, and to ensure that you are receiving all necessary services to successfully complete your program. You are required to meet with your VRC regularly to evaluate your progress and to review your plan of services. You and your VRC will schedule these appointments based on your individual needs. However, you do not have to wait until the scheduled appointments to address issues or problems. Your VRC is available to assist you when any issues and needs arise.

2. Medical Services and Treatment

As a participant of the Chapter 31 program, you have potential entitlement to medical, dental, and vision benefits through the VA Medical Center (VAMC). However, these benefits must be requested on a "need basis". This means that a referral from your VRC is required before the VAMC can schedule your appointment if the medical, dental, or vision services you are requesting are not associated with your service-connected disability.

Whenever possible, VA provides these treatments at a VAMC. However, this may not always be possible if there is no VAMC in your area, or the requested service is not available at the VAMC or reporting to a VAMC for emergency care would cause a hardship for you. VA has a fee basis program that provides financial assistance with medical care costs outside VA in these situations. However, the fee basis program has limitations and restrictions, and pre-authorization for these services is required.

In the event you are hospitalized on an emergency basis in a private hospital, you must contact the Fee Services at the VAMC nearest you within 72 hours of your admission at 844-724-7842. A family member, private hospital representative, or your attending physician can make this contact.

Note: These benefits are not available to your dependents.

3. Satisfactory Conduct and Cooperation

You must maintain satisfactory conduct and cooperation while you are participating in your program to avoid unnecessary interruption of services or your program. You are expected to cooperate and maintain a professional relationship with your VRC, who will work with you throughout the rehabilitation process. If after all efforts to assist you to maintain satisfactory conduct and cooperation have failed, your Chapter 31 benefits will be terminated.

REQUIREMENTS IF TRAINING IS PART OF YOUR REHABILITATION PROGRAM

1. Payment of Tuition, Fees, Books and Supplies

VA pays all required costs associated with your training, including tuition, fees, books, and supplies. This means that the books, supplies, tools, or equipment are needed to complete your program. This includes payment for the purchase of required textbooks and a reasonable quantity of expendable supplies such as pens, pencils, notebooks, and incidentals from the school bookstore. VA will also provide tools or equipment identified by the school as "required of all students." You must contact your VRC for approval before you buy other supplies or services that are optional, recommended, or reference books. Payment for any unauthorized item is your responsibility. Failure to pay the bookstore may result in your inability to purchase required books and supplies from the bookstore for subsequent terms.

If your school does not have a bookstore, you must work with your VRC to purchase your books and supplies.

You are required to provide confirmation of your receipt of books, supplies, and equipment that are purchased from the bookstore and from other vendors. Non-compliance with this confirmation requirement will result in a delay to authorize subsequent purchases and continuation of your training.

2. Subsistence Allowance

A subsistence allowance (SA) is a monthly allowance to help you pay for living expenses while you are in training. SA is paid in addition to your VA disability compensation or payments VA makes directly to your training facility for tuition, books, fees, and supplies.

The amount of your SA is determined by the following factors:

- Type of training
- Number of training or credit hours
- Number of your dependents

Note: You must immediately contact your VRC if any of these factors change to avoid an overpayment. The law requires that you repay any overpayment to VA.

If you are eligible, you may elect to receive SA at the rate for education allowance payable under Chapter 30 or the Post 9/11 using the Basic Allowance for Housing rate.

Your VRC must receive a certification from your training facility confirming that you are registered before your SA payment can be processed. To avoid any delay, register for classes as soon as possible, and provide your registration information to your School Certifying Official (SCO) and your VRC.

SA payments are prorated based on the number of days you attended each month and are made in arrears at the end of the month. For example, you will receive your SA payment for attending school in August on or about September 1.

Remember, your SA is calculated based on the number of semester, clock, or quarter training hours you attended. If you receive payment during the month after a reduction in your enrollment, make sure that you are entitled to the entire amount before using those funds. If the amount received has not changed from the previous payment, it is likely that you are not entitled to the full amount of this payment. You should contact your VRC immediately for guidance in this situation.

A no-interest revolving fund loan may be authorized if a financial emergency affects your ability to start, continue, or resume your training.

3. Registration and Grade Reports

You must provide a copy of your registration to your VRC at the beginning of each term and a copy of your grade report or transcript at the end of each term. Your VRC will review this information to ensure that you are satisfactorily progressing as scheduled.

You are expected to train at a full-time basis as it will expedite completion of your program. However, your VRC may approve less than full-time training, if appropriate. If you are unable to meet the standards you agreed to in your rehabilitation plan, you must contact your VRC before registering for the next term. VA will not pay your tuition and fees, or your subsistence allowance without your VRC's approval for you to continue training.

In addition, your VRC's prior approval is required for electives, unauthorized courses, or repeating courses. Auditing a class is prohibited.

4. Transferred Entitlement to a Dependent from another VA Education Program

If you have transferred entitlement to your dependent(s) from another VA education program, any transferred entitlement used by your dependent(s) will be deducted from your remaining Chapter 31 entitlement. This means that if your dependent begins using the transferred entitlement after your rehabilitation plan has been implemented, your plan will need to be redeveloped to ensure you have enough entitlement to complete your program.

You must notify your VRC immediately when your dependent starts using the transferred entitlement and must participate in a plan redevelopment when this occurs while you are in an active plan of services.

5. Debt Prevention due to Withdrawal or Interruption of Training

You must contact your VRC and the SCO immediately if it becomes necessary for you to withdraw from a course or a term. You should explain the reason or circumstances for your withdrawal to your VRC. If the reason meets the criteria for "mitigating circumstances," which are unanticipated and unavoidable events that interfere with your pursuit of training, you will not be required to return the SA payment you received prior to the withdrawal. The law allows a one-time six-credit hour exclusion from the requirement to establish mitigating circumstances during the first instance of withdrawal from a course.

Avoiding an unsatisfactory grade is not considered a valid reason for any withdrawal. An overpayment may be created from the beginning of the term if mitigating circumstances cannot be established to explain your withdrawal. You will be responsible for this repayment to the VA.

To avoid any overpayment, you must keep your VRC informed of all changes to your training schedule, dependency status, and eligibility to other VA education programs.

6. Duplication of Benefits

The law prohibits VA from providing SA payments under the Chapter 31 program at the same time as payments under any other education benefit programs such as Chapters 30, 32, 33, and 1606.

If you have basic entitlement under more than one VA education program, you must elect which program you wish to pursue to avoid duplication of benefits.

CERTIFICATION OF RECEIPT

I certify that I have read and understand the above guidelines regarding my participation in the Chapter 31 program, and that I have been provided a copy for my records.

I understand that it is my responsibility to contact my VRC to report any changes in my circumstances that may affect successful completion of my program goal and objectives.



Claimant's Signature



Date