

REPORTING FEES

Did you know...?

*Effective October 1, 2011, VA requires all **reporting fees** to be used exclusively in support of school efforts to certify the enrollment of their VA students.*

This information came about due to PL 111-377 and is something the SAA and VA must review during compliance survey visits. This restriction also allows those funds to be used for school certifying officials to attend VA and other VA-specific training conferences.

From PL 111-377, Section 203:

(b) Use of Fees Paid.--Such section is further amended by inserting after the fourth sentence the following new sentence: ``Any reporting fee paid an educational institution or joint apprenticeship training committee after the date of the enactment of the Post-9/11 Veterans Educational Assistance improvements Act of 2011 shall be utilized by such institution or committee solely for the making of certifications required under this chapter or chapter 31, 34, or 35 of this title or for otherwise supporting programs for veterans.''.

(c) Effective Date.--The amendments made by this section shall take effect on October 1, 2011.

What is a reporting fee?

- It is a payment made by VA to a school or facility based upon the total number of VA students that were certified to VA at least once during the calendar year. Each VA student (no matter how many times certified during the year) is counted **one** time
 - VA will pay \$12 per student (in prior years, it was \$7 per student) around February of each year for the previous calendar year

What should you do?

- Ensure your fiscal/accounting/business office department is aware of how they must account for those funds and how they must be spent
- Provide documentation to the individual conducting the compliance survey visit at your school that clearly shows the account into which the funds were deposited and any activity within that account to ensure funds were used appropriately
- Maintain open communication with the department that oversees this account

What types of expenditures are allowed?

The law now requires that this reporting fee be used only for the purpose of certifying the enrollment of VA students. It may not be used for any purpose not related to the certification of VA students for GI Bill benefits. Some examples of allowable expenditures are:

- VA conferences
- Items for a Vet Center (e.g., supplies, furniture, banners, etc.)

- NOTE: It is important that the schools and facilities prioritize the use of these funds so that attendance at training sessions and conferences are not curtailed due to lack of travel funds. We pay close attention to this. Please focus on the funds being used primarily for attendance at training sessions
- Salary support of a certifying official at the school as long as their job consists *entirely* of VA-related responsibilities
 - NOTE: Again, it would be frowned upon if the entire reporting fee was used for a salary, and nothing was left to send an individual to a VA-related conference. Additionally, a red flag would go up if funds went toward an employee who was also working in another department

Please note: If you have a question as to what is considered to be allowable, please contact us or VA.

How far back do you need to provide the information?

- Since this provision did not go into effect until October 1, 2011, we would not go any further back than the first reporting fee payment by VA after that date

What happens if we conduct a compliance visit and it is determined that the funds were not appropriately used?

- The reporting fee will be barred until the school agrees to disburse – and actually does disburse – the fee as the law requires