

# VETERANS TRANSITIONS

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Website: <https://www.washburn.edu/student-life/military/index.html>  
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Plass Learning Resources Center, Room 113  
(785) 670-1629

Washburn University is here to help you make the most of your opportunities as a veteran. No matter whether you want some guidance for your career or need help navigating your benefit options, we've got your back.

Reach out to the Military-Student Success Center (<https://www.washburn.edu/student-life/military/military-student-success-center.html>) to take advantage of assistance and benefits available to you at Washburn University.

Prior to enrollment, students must schedule a meeting with:

- Chris Bowers, Military Transitions Coordinator, Military Student Advisor & (ESO), Military-Student Success Center, Plass Learning Resources Center, Room 113, [wuveterans@washburn.edu](mailto:wuveterans@washburn.edu) or (785) 670-1983. Create a degree plan with a Military-Student advisor (a list of all the courses needed to complete your degree) before registering for classes.
- If Military student Advisor is unavailable, meet with Academic Advising, in Plass Learning Resources Center, [advising@washburn.edu](mailto:advising@washburn.edu) or with Yvette Montgomery, School Certifying Official, Morgan Hall, [yvette.montgomery@washburn.edu](mailto:yvette.montgomery@washburn.edu), (785) 670-2329.
- Meet with the Center for Prior Learning & Testing, Plass Learning Resources Center, Room 226, [testing@washburn.edu](mailto:testing@washburn.edu) or (785) 670-1227. Discuss military transcripts and earning credit for military training/experience through DSST and CLEP exams which are funded for qualified military service members

Remember, you will have to recertify for your VA benefits at the **beginning of each semester** through the Registrar's Office. Changes in enrollment, such as dropping courses, adding courses, or formally withdrawing from the University, must be submitted to the VA. VA regulations require veterans to pursue an educational objective, file a degree plan, regularly attend classes, and make satisfactory progress.

If you have questions or need help with the certification process, please contact the Military Benefits Specialist at Morgan Hall or (785) 670-2329.

## Military Deployment Withdrawal

Students who are called to military active duty and must withdraw from classes as a result should contact the Military Transitions Coordinator or Veterans Certifying Official prior to deployment at [militarybenefits@washburn.edu](mailto:militarybenefits@washburn.edu). The Vice President for Enrollment Management requires that the student submit a copy of the military orders and a written request to withdraw. Those items are forwarded to the University Registrar for complete withdrawal.