

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1084317  
Vendor Name: Dept of Veterans Affairs  
Invoice Number: 321986763-A  
Invoice Date: 3/3/2022  
PO Number:  
Check Number: 0297260  
Check Amount: \$ 1.00  
Check Date: 03/15/2022  
Voucher Number: V0730260  
Document Type: AP Invoice

Document Below

## Check Request Form

This form may be used to request check payments only for those items for which the issuance of a purchase order would not be appropriate. Attach supporting documentation (e.g., invoice or agreement). Please refer to Administrative Procedure 10-65, Vendor Payment — Non-Purchase Order.

Date: 3/3/2022 Vendor ID: 1084317 Vendor Name: Dept. of Veterans Affairs  
 Payee Address: Debt Management Center Bishop Henry Whipple Federal BLD PO Box 11930 St. Paul, MN 55111-0930 Payment Due Date: 3/3/2022

Invoice Number	GL Account number(s) e.g. 01-80-00757-5401001	GL Account Name e.g. Office Supplies	Amount
321986763-A	06-91-08703-4309001	Other Federal Govt Sources	1.00
<b>Total</b>			<b>\$ 1.00</b>

Check the appropriate box below:

- ☒ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have been provided in a satisfactory condition/manner. Consequently, payment is appropriate at this time.
- ☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have not yet been provided. The first approver indicated below will notify the Accounts Payable Office in writing when the goods/services have been delivered in a satisfactory condition/manner.

Description on Check:

Other instructions:

Place in overhead compartment at Jon Powell's desk.

### All requests will require the following approvals:

Requester: Jon Powell Print Name: Jon Powell  
 Budget Officer: [Signature] Print Name: APPROVED  
By David P. Virgilio at 9:21 am, Mar 03, 2022

Requests \$5,000 and over will require the additional approvals below:

Next Level Supervisor (if applicable): \_\_\_\_\_ Print Name: \_\_\_\_\_

Next Level Supervisor (if applicable): \_\_\_\_\_ Print Name: \_\_\_\_\_

Next Level Supervisor (if applicable): \_\_\_\_\_ Print Name: \_\_\_\_\_

Area Administrator (only required if request is \$5,000 and over): \_\_\_\_\_ Print Name: \_\_\_\_\_

Area Cabinet Officer (only required if request is \$10,000 and over): \_\_\_\_\_ Print Name: \_\_\_\_\_

Board Approval Date (only required if request is \$25,000 and over): \_\_\_\_\_

**Return approved request and all supporting documentation to Accounts Payable (SRC 2132A), [invoicing@cod.edu](mailto:invoicing@cod.edu)**



DEPARTMENT OF VETERANS AFFAIRS  
BUFFALO REGIONAL OFFICE  
P.O. BOX 4616  
BUFFALO NY 14240-4616



OCTOBER 5, 2021

# 000002507 I=0000  
251 SP 0.530  
COLLEGE OF DUPAGE  
425 FAWELL BLVD SRC 2015  
GLEN ELLYN, IL 60137



Dear School Certifying Official:



On January 5, 2021, the President signed the *Johnny Isakson and David P. Roe, M.D. Veterans Health Care and Benefits Improvement Act of 2020, Public Law 116-315*. The new law requires schools and training providers to be financially responsible, instead of the student, for benefits paid directly to an educational institution. This applies to tuition and fee payments and Yellow Ribbon program payments under the Post-9/11 GI Bill (38 USC 3685(b)).

Our records show VA released payment(s) to your school as follows:

Certified Enrollment Period	Tuition and Fees	Yellow Ribbon
August 25, 2021 - December 17, 2021	\$ 1,104.00	\$ 0.00

COLLEGE OF DUPAGE must return the payment(s) for enrollment beginning August 25, 2021 for the reason(s) below:

- The school submitted an amended 1999 showing a reduction in tuition and fee charges or a reduction in Yellow Ribbon amount, or both.

### How Much Is Owed

Total overpayment of **\$1.00** for COLLEGE OF DUPAGE during the term that began on **August 25, 2021** was determined as follows:

- Tuition and Fees:** We paid \$1,104.00 for the enrollment; however, COLLEGE OF DUPAGE is only due \$1,103.00. The Tuition and Fees overpayment is \$1.00.

### Returning Funds

Our Debt Management Center will send you additional information about the amount of the debt and how to repay it.




## Questions

- If you returned the funds to VA before receipt of this letter and wish to confirm the debt has been resolved, please call our VA Education Call Center at 1-888-GI Bill-1 (1-888-442-4551).
- If you have questions about the reason for this debt, please call our VA Education Call Center at 1-888-GI-Bill-1 (1-888-442-4551). If you use the Telecommunications Device for the Deaf (TDD), the Federal number is 711.
- If you have questions about how to repay this debt, please call our Debt Management Center toll-free at 1-800-827-0648.


**Student Information:** You have had a change of enrollment which resulted in an overpayment of tuition and fees. You may have also been notified of or may soon receive another notification from VA indicating the tuition and fee debt amount to be collected. However, VA will not collect the tuition and fee debt from you. Rather, VA will collect this amount from your school. In turn, your school may require you to pay them any outstanding balance for tuition and fees. **VA will not manage** your tuition and fee debts anymore - **schools will hold these debts**. You will have to go through your school if you owe money for dropping a class or withdrawing from school. The school may be reaching out to you for the debt. It is important that you contact the school and work through any issues.

Sincerely,  
Education Officer

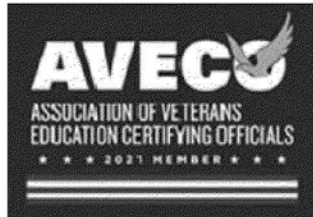


## Powell, Jonathan

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**From:** Bruhnke, Kristen  
**Sent:** Wednesday, March 2, 2022 3:35 PM  
**To:** Powell, Jonathan  
**Subject:** FW: [External] RE: Debt Letter Inquiry  
**Attachments:** 

**Kristen Bruhnke**  
**Veterans Services Program Coordinator**  
**College of DuPage**  
425 Fawell Blvd. | SSC 2225J | Glen Ellyn, IL 60137-6599 | USA  
phone 630.942.3852 | fax 630.942.4991 | [bruhnkek@cod.edu](mailto:bruhnkek@cod.edu)



Please visit <https://www.cod.edu/coronavirus/> for up-to-date information and resources regarding the College's response to the global coronavirus (COVID-19) pandemic.

Need to speak to a Veterans Services team member? We offer in person and virtual appointments! Please [click here](#) to schedule.

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**From:** VAVBASPL/DMC/EDU <DMCEDU.VBASPL@va.gov>  
**Sent:** Thursday, February 17, 2022 11:46 AM  
**To:** Bruhnke, Kristen <bruhnkek@cod.edu>  
**Subject:** [External] RE: Debt Letter Inquiry

CAUTION: This email originated from outside of COD's system. Do not click links, open attachments, or respond with sensitive information unless you recognize the sender and know the content is safe.

Once all certifications are correctly updated with VA, if the only debt amount created for the school for a term is \$5.00 or less, the debt will be removed from the system and collection action will not be pursued. However, if a school needs to issue a refund to DMC for less than \$5.00 in order to balance their books, they may do so and we will process the funds.

*Charles S*

VA Debt Management Center (DMC)  
US Department of Veteran Affairs

#### **DMC School Official Debt Line**

DMC has a dedicated number for school officials with questions on Chapter 33 school tuition debts. You can call DMC's School Official Debt Line at 1-833-720-2574 (International calls: 612-843-6508) to: obtain the term dates for a debt, confirm if a payment was received by DMC, confirm an outstanding balance, or receive assistance with making an online payment.

#### **Other Resources for SCO's**

Regional Processing Office SCO HOTLINE: 1-855-225-1159  
VA website: [www.va.gov/school-administrators](http://www.va.gov/school-administrators)

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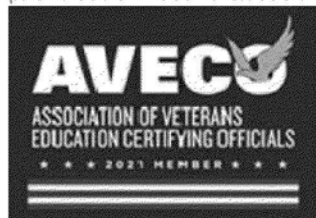
**From:** Bruhnke, Kristen <[bruhnkek@cod.edu](mailto:bruhnkek@cod.edu)>  
**Sent:** Friday, February 11, 2022 12:12 PM  
**To:** VAVBASPL/DMC/EDU <[DMCEDU.VBASPL@va.gov](mailto:DMCEDU.VBASPL@va.gov)>  
**Subject:** [EXTERNAL] Debt Letter Inquiry

Good Afternoon,

Our school received the attached overpayment notice, however we have not received a debt letter. How can we repay this debt?

Thank you,

**Kristen Bruhnke**  
Veterans Services Program Coordinator  
College of DuPage  
425 Fawell Blvd. | SSC 2225J | Glen Ellyn, IL 60137-6599 | USA  
phone 630.942.3852 | fax 630.942.4991 | [bruhnkek@cod.edu](mailto:bruhnkek@cod.edu)



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**Need to speak to a Veterans Services team member? We offer in person and virtual appointments! Please [click here](#) to schedule.**

"Powell, Jonathan" <powellj199@cod.edu>

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**Chapter 33 Debt Letter Check Request - Tholotowsky 2022SP**

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"Powell, Jonathan" <powellj199@cod.edu>

Thu, Mar 3, 2022 at 03:25 PM GMT

CC: Sekerka, Joyce <sekerkaj@cod.edu>, Barrios, Isabel <barriosi142@cod.edu>, Zerrudo, Maria <zerrudom@cod.edu>, Cruse, Bethany <cruseb199@cod.edu>

BCC:

Good morning,

Attached is a check request for a VA debt payment. The VA will not accept the check without a remittance slip attached to it. When the check is printed, would it be possible to place the check in the overhead compartment at my desk?

Please let me know if you have any questions.

Thank you.

**Jon Powell**

Student Accounts Receivable Coordinator

College of DuPage



425 Fawell Blvd. | SRC 2130 | Glen Ellyn, IL 60137-6599

Phone 630.942.3946 | Fax 630.942.2297

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**1 attachment**

