

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1084317  
Vendor Name: Dept of Veterans Affairs  
Invoice Number: 338924755-B  
Invoice Date: 6/14/2022  
PO Number:  
Check Number: 0299989  
Check Amount: \$ 503.45  
Check Date: 06/21/2022  
Voucher Number: V0741401  
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: 6/14/2022 Vendor ID: 1084317 Vendor Name: Dept. of Veterans Affairs

Payee Address: Deb. Management Center Bishop Henry Whipple Federal BLD PO Box 11530 St. Paul, MN 55111-0300 Payment Due Date: 6/14/2022

Invoice Number	GL Account number(s) e.g. 01-80-00757-5401001	GL Account Name e.g. Office Supplies	Amount
338924755-B	06-91-08703-4309001	Other Federal Govt Sources	503.45
Total			\$ 503.45

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:

A VILL - VA Overpayment for Alfredo Villa - 2022SP Chpt. 33

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: David Virgilio Print Name: David Virgilio

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)**



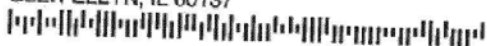
DEPARTMENT OF VETERANS AFFAIRS  
Debt Management Center  
Bishop Henry Whipple Federal Building  
P.O. Box 11930  
St. Paul, MN 55111-0930

JUNE 6, 2022

2020401\_1045\*\*\*\*\*SNGLP

COLLEGE OF DUPAGE  
425 FAWELL BLVD SRC 2015  
GLEN ELLYN, IL 60137

T1 P0



File Number: 338924755  
Payee Number: 00  
Person Entitled: A VILL  
Deduction Code: 75  
E-Mail Address: [dmcedu.vbaspl@va.gov](mailto:dmcedu.vbaspl@va.gov)  
(Please provide the information above  
on any e-mail correspondence)

According to our records, your indebtedness to the Department of Veterans Affairs for  
ALFREDO VILLA has been increased by \$ 503.45. The balance of  
your debt, as of the date of this letter, is \$ 1,214.56.

Your check or money order should be made payable to the U.S. Department of Veterans Affairs  
and mailed to the above address together with the bottom portion of this letter. Be sure to include  
the student's name and file number on your remittance to ensure proper credit.

**IF YOU HAVE QUESTIONS**

If you have questions regarding payment of the debt, you should contact the VA Debt Management  
Center at 1-833-720-2574. If calling from outside of the U.S., please dial 1-612-843-6508. Our  
office hours are 6:30 AM to 6:00 PM Central Time. Please note that we experience our highest  
call volumes on Mondays and throughout the first week of each month. By avoiding these peak  
times, you will minimize your wait time. Your call may be monitored to ensure quality  
information. You can also contact us via e-mail at [dmcedu.vbaspl@va.gov](mailto:dmcedu.vbaspl@va.gov). If you have questions  
regarding specific students or payments, please submit a separate inquiry for each.

Respectfully,

Debt Management Center  
U.S. Department of Veterans Affairs

FOR PROPER CREDIT TO YOUR ACCOUNT, PLEASE DETACH AND RETURN WITH YOUR PAYMENT



Department of Veterans Affairs

2022157

PAYMENT REMITTANCE

338924755007501272209121227 338924755 0075 01272209121227 0121456 0

* FILE NO.	▶ 338924755	AMOUNT ENCLOSED	ENTER YOUR CURRENT ADDRESS BELOW ONLY IF THE ONE ABOVE IS INCORRECT. PLEASE INCLUDE YOUR ZIP CODE.
PAYEE NO.	▶ 00	\$	
PERSON ENTITLED	▶ A VILL	YOUR TELEPHONE NO. (Include Area Code)	
DEDUCTION CODE	▶ 75		
* Please include this number on your check or money order.			

## Powell, Jonathan

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**From:** Bruhnke, Kristen  
**Sent:** Thursday, May 19, 2022 4:00 PM  
**To:** Powell, Jonathan  
**Subject:** RE: VA Debt Letters

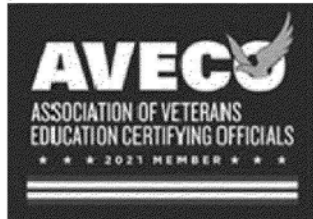
Hi Jon,

Yes, please pay the debt letters. These are all VA student tuition debts due to dropped classes.

Thanks!

**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:** Powell, Jonathan <[powellj199@cod.edu](mailto:powellj199@cod.edu)>  
**Sent:** Thursday, May 19, 2022 12:38 PM  
**To:** Bruhnke, Kristen <[bruhnkek@cod.edu](mailto:bruhnkek@cod.edu)>  
**Subject:** RE: VA Debt Letters

Good afternoon Kristen,

Can you please confirm that the debts for the students listed below are correct?

- Caban, Natasha

- Cervantes, Jesus
- Mathis, Dominique
- Raschke, Michael
- Villa, Alfredo
- Windle, Monica

Thanks!

**Jon Powell**

Student Accounts Receivable Coordinator

College of DuPage

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

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**From:** Bruhnke, Kristen <[bruhnkek@cod.edu](mailto:bruhnkek@cod.edu)>

**Sent:** Thursday, May 19, 2022 12:21 PM

**To:** Resnick, Michelle <[resnickm@cod.edu](mailto:resnickm@cod.edu)>; Gross, Sheri <[gross384@cod.edu](mailto:gross384@cod.edu)>; Powell, Jonathan <[powellj199@cod.edu](mailto:powellj199@cod.edu)>

**Subject:** VA Debt Letters

Good Afternoon,

The attached VA debt letters were received and saved in the shared drive VA Payments Debt Lists – 2022 folder.

Thanks!

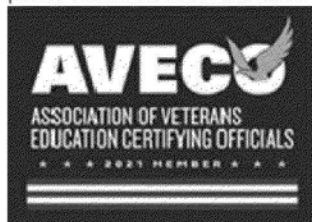
**Kristen Bruhnke**

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

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**Chapter 33 Debt Letter Check Requests - 2 Students 2022SP**

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

Tue, Jun 14, 2022 at 06:44 PM GMT

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

BCC:

Good morning,

Attached are 2 check requests for VA debt payments. The VA will not accept the checks without remittance slips attached to them. When the checks are printed, would it be possible to place them 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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**2 attachments**

Ch. 33 Debt Check Request - Villa 2 2022SP.pdf

Ch. 33 Debt Check Request - Benitez 2 2022SP.pdf