

## SUPPLIES FOR VA Veteran Readiness & Employment (Chapter 31 Program)

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In general, the Department of Veterans Affairs Veteran Readiness and Employment Division (VR&E) will authorize Chapter 31 students to charge only those books and supplies that are **required** by all other students in the same program. Your local VA Case Manager will audit each invoice and disallow items not authorized for payment. You will be notified of any items that are disallowed and offered an opportunity to clarify these purchases, prior to a VA overpayment being created.

### Text Books

The VA will approve payment for books that are required for the course and listed on the instructor's syllabus. ***“Optional” or “suggested reading” books will not be covered.***

### Supplies \$75.00

The VA Veteran Readiness & Employment program will cover the following:

- **Each semester**, the following items can be charged in **reasonable** amounts:
  - \* Printer ink, color & Black
  - \* Ream of computer paper
  - \* Folders
  - \* Hi-lighters
  - \* Package of Post its
  - \* Spiral notebooks, other paper
  - \* Pencils
  - \* Pens (not to exceed \$2 each)
  - \* Eraser
  - \* Bluebooks
  - \* Report covers

**One time purchase** during the course of Veteran Readiness & Employment training:

- Dictionary and Thesaurus
- Calculator - not to exceed requirements of program (usually less than \$25). Note: a more expensive calculator will be covered if specifically required for a course. (Student to provide copy of syllabus)

### **Items which require written pre-approval by the VA Counselor**

- Cameras
- Book Bags or Backpacks
- Computer software
- Batteries
- Flash Drives
- Portfolio
- Computer-Printer-Surge Protector
- Package of CD's
- Tape Recorder
- Other electronic devices

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## TEXTBOOKS AND SUPPLIES FOR 3<sup>RD</sup> PARTY SPONSORSHIPS

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### Textbooks

Required Textbooks ONLY

### Supplies

NO supplies unless authorized

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If you have not received an email from [mdenune@csc.edu](mailto:mdenune@csc.edu), then you do not have a voucher and will need to contact your counselor.