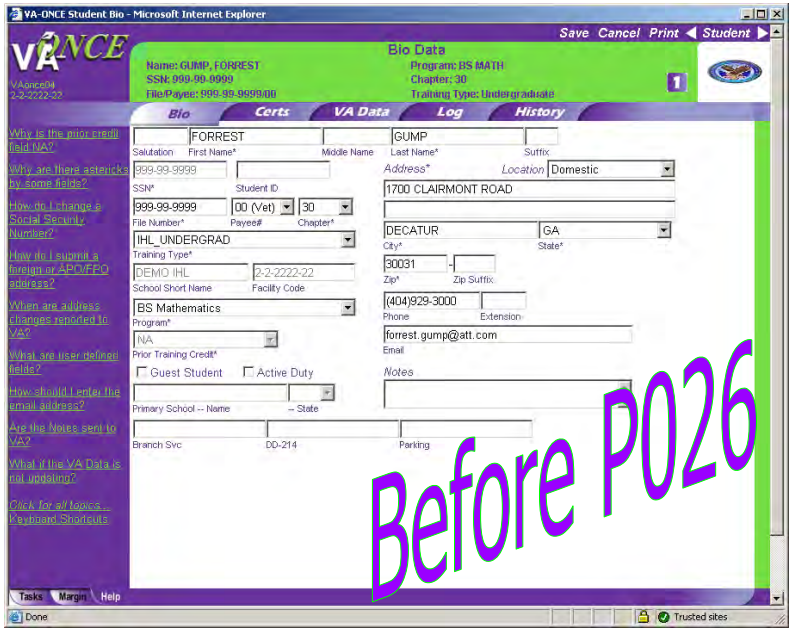
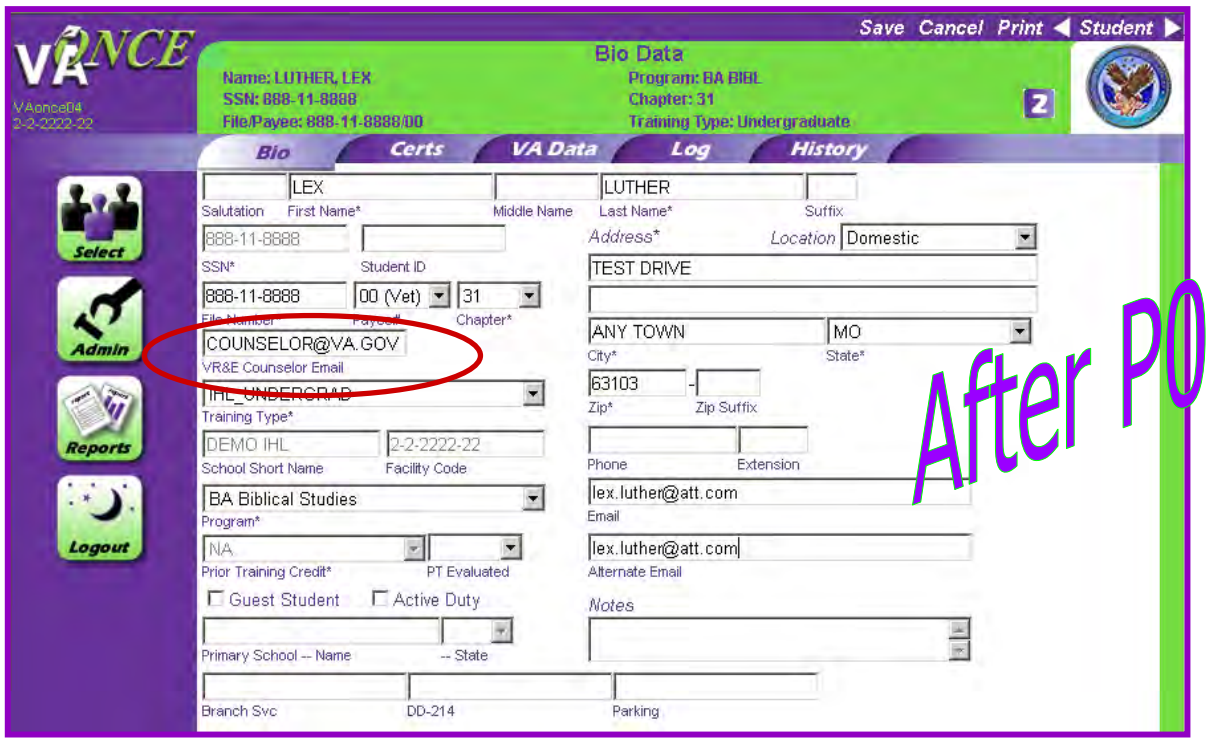
Version P026 of VA-ONCE

Installation Date 7/27/08



Changes made in version P026 include the following:

1) A field has been added for the email address of the VR&E Counselor. This field will only appear when chapter 31 is selected. If this field is populated, an email will be sent to the VR&E counselor when an enrollment or change is submitted.

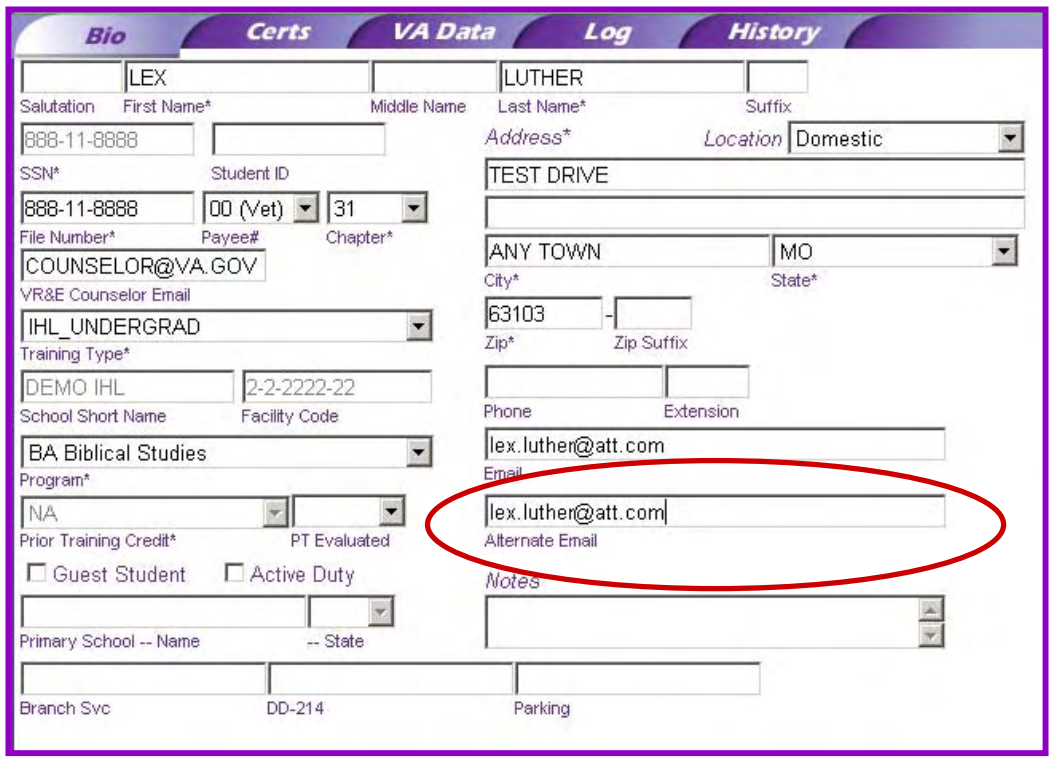


The email to the VR&E Counselor will contain the following text:
Subject line: "VA-ONCE Submission".

"A certification was submitted on XX-XX-XX by (name of school) for (name of student). Please allow one business day for system updates and then check CWINRS for the enrollment or change information."

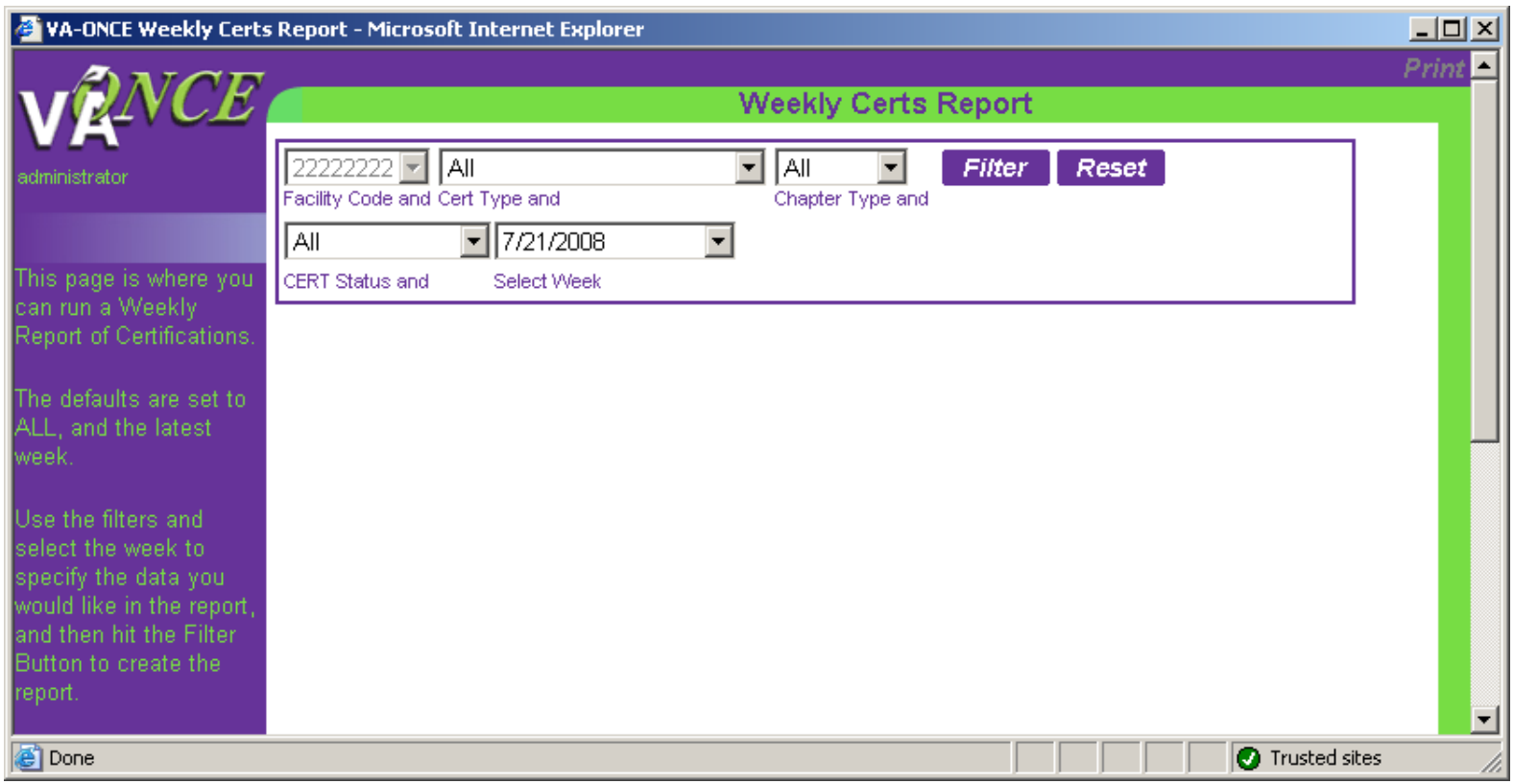
Please note: School Certifying Officials should check with the VR&E Counselor to verify that they would like to receive this notification.

2) An alternate email address has been added for the student on the Bio page. If the school is set up to send confirmation emails, the confirmation will be sent to both the primary and alternate email.



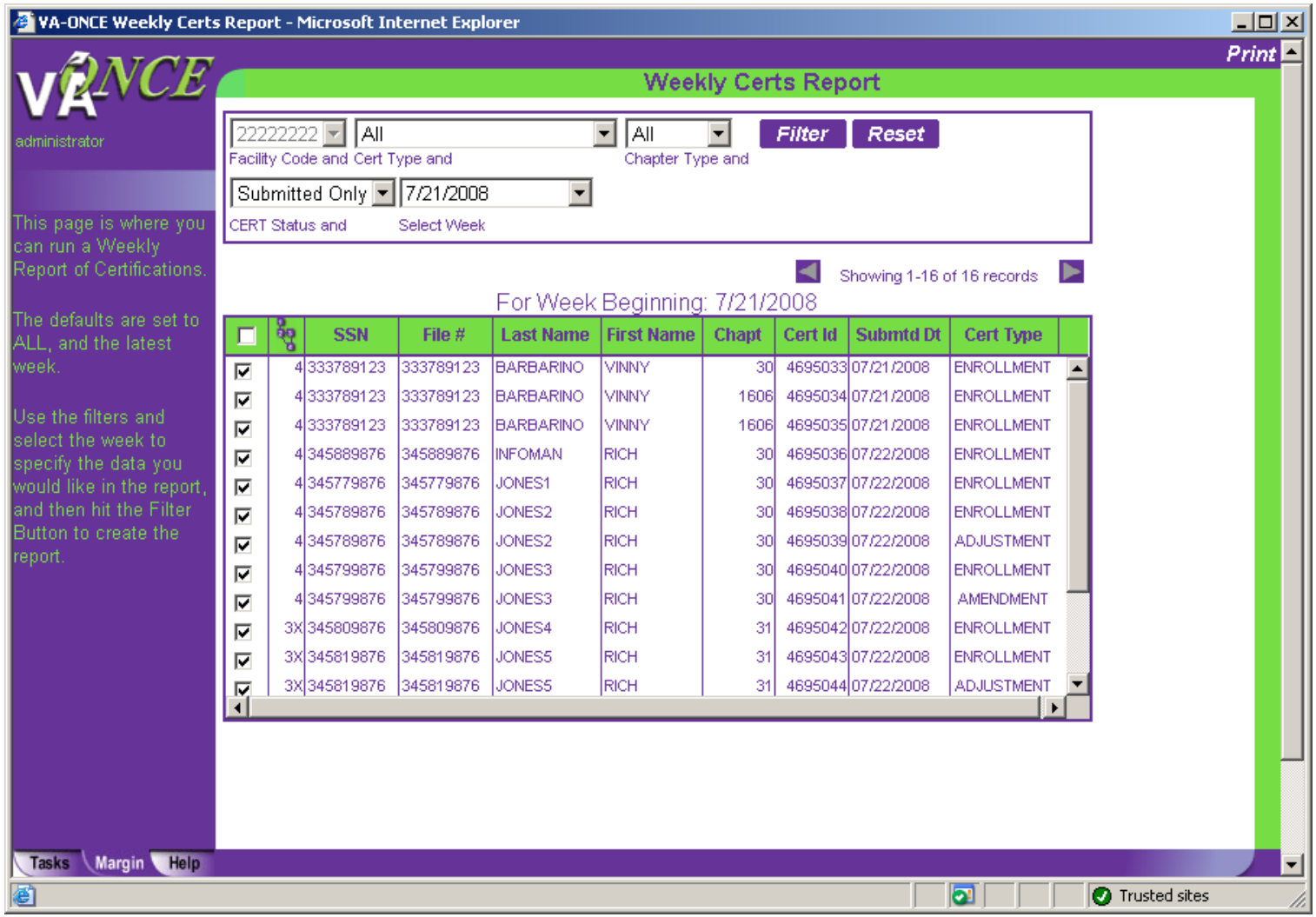
3) The Reports have been revised.

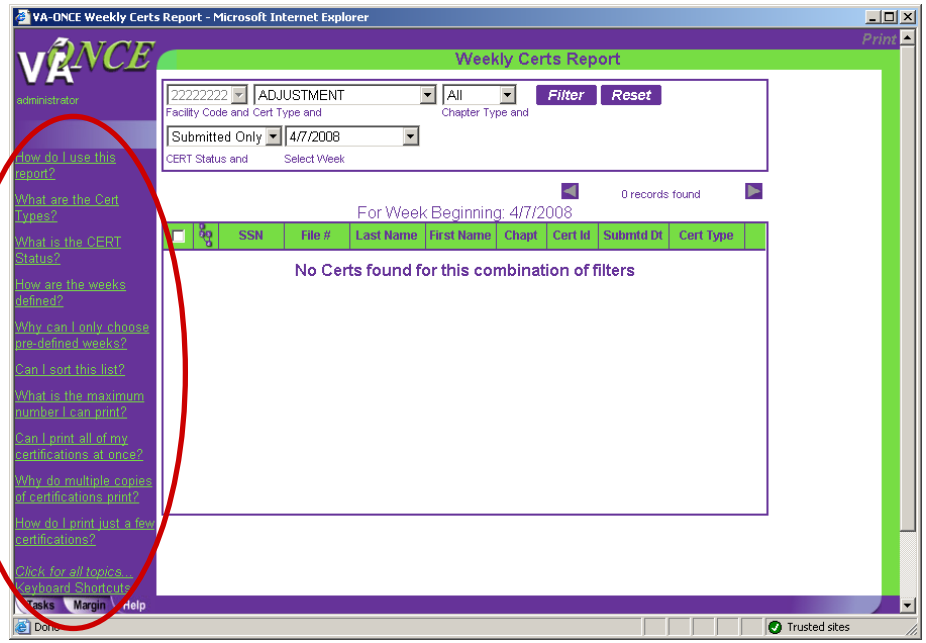
- The name of the Report has been changed from **Submitted Certs Report** to **Weekly Certs Report**.
- The report is now limited to a specific week. The weeks available are found in the drop down menu. Weeks begin on Monday and end on Sunday.
- The report filters can now be changed to display both the Submitted and Un-submitted certifications.



To create a report, set the Filters to the desired criteria, and click on Filter. If the information is available, a list will be returned.

This example shows all certifications, for all chapters, that were submitted the week beginning July 21, for the selected facility code.

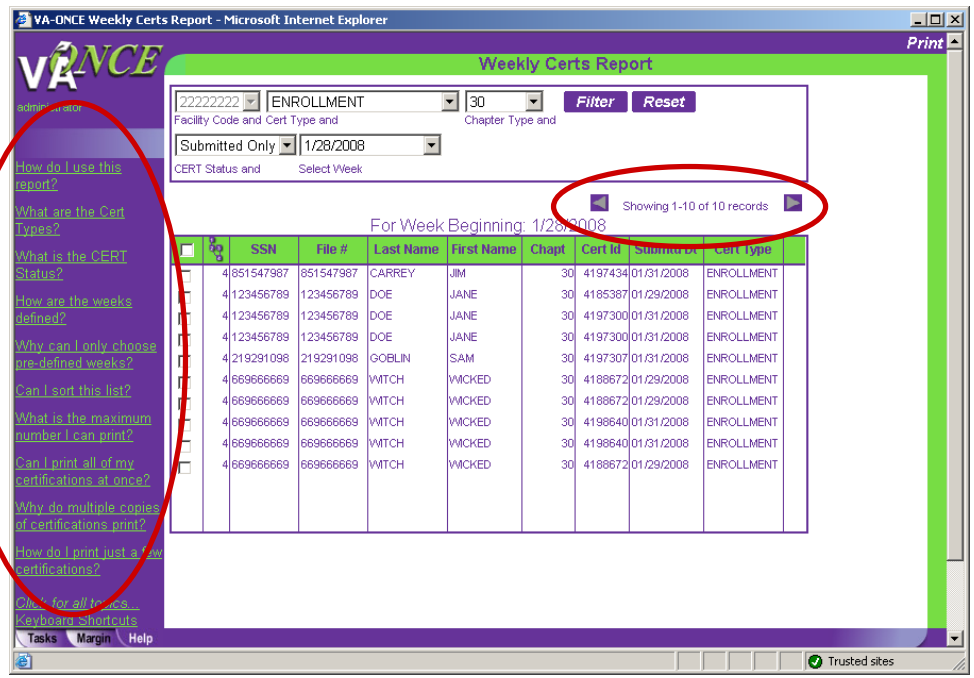




If no information is found for the Filters selected, a message to that effect will appear in the report area.

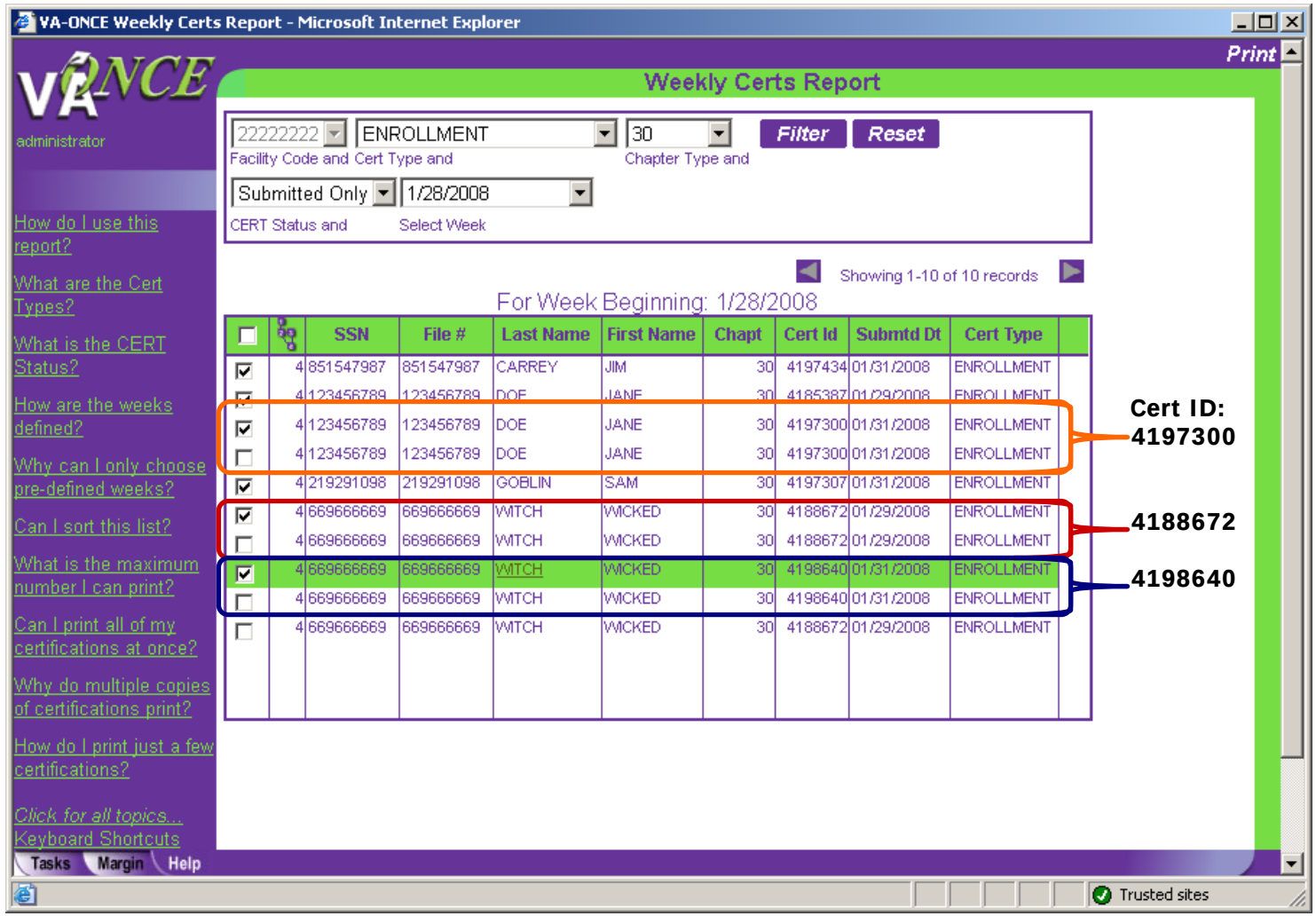
Both the Help and Margin Text have been updated to reflect the new report format.

Up to 40 periods will be displayed on one page. If there are more than 40, the arrow buttons will be enabled and you will be able to move to the next 40. Only 40 can be printed at one time.



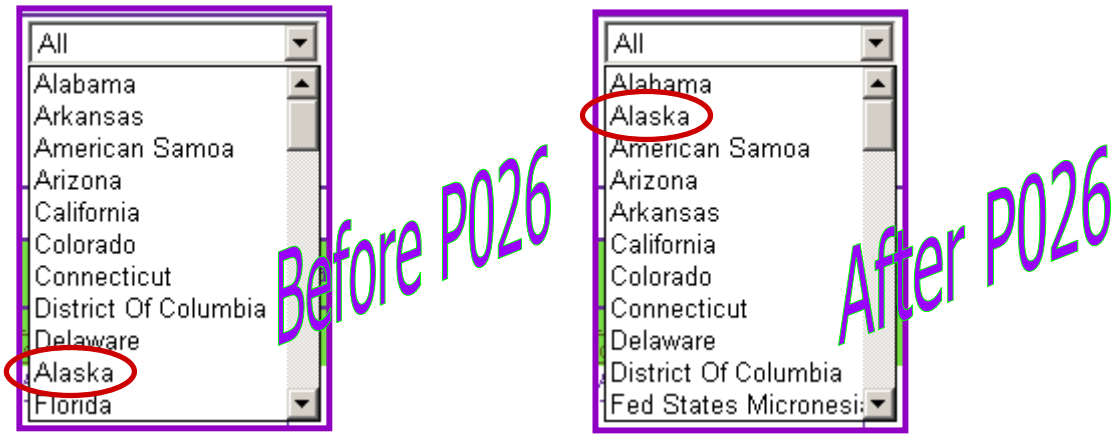
The report returns **each enrollment period** that was certified. If multiple terms were submitted, the same certification will be listed multiple times (once for each term submitted).

To print one copy of each certification submitted, put a check in only one of the boxes with the same Cert ID. Otherwise, multiple copies of the same enrollment will print.



4) Margin text has been added for all new fields – the VR&E Counselor Email, Alternate Student email, and all fields on the Reports page.

5) Alaska has been moved to the correct place in the State drop-down menus.



6) If section 901 is selected as the chapter, the certification will be routed to the Muskogee Regional Processing Office (RPO). The Muskogee RPO is the only office that processes these types of claims.

7) The VA “look and feel” on the login pages have been updated to the latest VA templates.