

SUPPORTING STATEMENT FOR
APPLICATION FOR REIMBURSEMENT OF NATIONAL TEST FEE
(2900-0706)

A. Justification.

1. Public Law 108-454 and Public Law 111-377 authorize the Department of Veterans Affairs (VA) to reimburse claimants for the amount of the fees charged for national tests for admission, and national exams for credit.

Section 106 of Public Law 108-454 allows eligible persons under chapters 30, 32, and 35 of title 38, U.S.C., and chapters 1606 and 1607 of title 10, to receive reimbursement for approved national tests for admission to institutions of higher learning or graduate schools and national tests providing an opportunity for course credit at institutions of higher learning. Section 108 of Public Law 111-377 allows eligible persons under chapter 33 of title 38, U.S.C. to receive reimbursement for a national test for admission and national tests for credit. As required under 38 U.S.C. 5101, and 38 C.F.R. 21.1030, an eligible individual must apply to VA in order to receive an education benefit administered by VA. VA has developed VA Form 22-0810, Application for Reimbursement of National Test Fees, for claimants' use in submitting information necessary to receive reimbursement for national test fees.

2. VA will use the information collected to determine whether the claimant qualifies to receive reimbursement for a claimed national test, and if so, the amount of the reimbursement.

3. Information is collected when the student applies for reimbursement of the fees required to take the national test. An electronically fillable format of VA Form 22-0810 is available on VA's website for the claimant to fill out, print, and submit to VA.

4. Program reviews were conducted to identify potential areas of duplication; however, none were found to exist. There is no known Department or agency which maintains the necessary information, nor is it available from other sources within our Department.

5. The information collection for reimbursement of national test fees only affects individual claimants. There is no significant impact on education institutions or small businesses.

6. If this information is not collected, VA will not be able to administer the reimbursement of national test fees as required by statute.

7. The collection of this information does not require any special circumstances.

8. The Department notice was published in the Federal Register on July 31, 2013, Volume 78, Number 147, page 46423. No comments were received in response to this notice.

9. VA does not provide any gifts to respondents.

10. VA Form 22-0810 is retained permanently in the claimant's education folder. Our assurance of confidentiality is covered by 38 U.S.C. 5701 and our System of Records, Compensation, Pension, Education and Vocational Rehabilitation and Employment Records - VA (58VA21/22/28), which are contained in the Privacy Act Issuances, 2011 Compilation.

11. None of the information collected is of a sensitive nature.

12. Estimate of Information Collection Burden. To arrive at this number of respondents, we took the actual number of claims submitted for national exam fees in fiscal years 2011, 2012 and the estimated number of claims we expected to receive in 2013 and averaged the amounts. We also added 10% of this figure for claimants who would apply, but that would not be eligible.

a. Number of Respondents is estimated at 360 per year.

b. Frequency of Response is one per year for most beneficiaries.

c. Annual burden hours is 90.

d. The estimated completion time for VA Form 22-0810 is 15 minutes.

e. According to the U.S. Bureau of Labor Statistics, Average Hourly Earnings are \$24, making the cost to the respondents an estimated \$2,160. (90 burden hours x \$24 per hour). The mailing cost was determined by multiplying the 360 responses by \$.52 (\$.49 per postage stamp plus \$.03 for envelope) which yields \$187. The total cost to the respondent is estimated to be \$2,347.

13. This submission does not involve any record keeping costs.

14. The estimated cost to the Federal government is \$2,190. VA calculated this amount as follows:

A GS 9, step 5 claims examiner (\$22.13 hourly) needs 15 minutes to process the form. Multiplying the hourly rate of \$22.13 x 90 hours (360 respondents x 15 mins/60)= \$1,992 in processing costs.

We anticipate having mailing costs of \$187.20 per year based on mailing 360 (49 cents postage, and 3 cents for each envelope = \$.52).

We anticipate having printing costs of \$10.80 for 360 forms, at a rate of \$30 for printing 1,000 forms.

15. The annual burden hours have decreased due to a decline in individuals requesting reimbursement of national test fees. Expiration date placeholder has been added to the form.

16. VA will not publish this information or make it available for publication.

17. We are not seeking approval to omit the expiration date for OMB approval.

18. This information collection fully complies with all the requirements of 5 CFR 1320.9 and 1320.8(b)(3).

B. Collection of Information Employing Statistical Methods

This collection of information does not employ statistical methods.