



# Certification Request for VA Education Benefits

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Phone: \_\_\_\_\_ Email address: \_\_\_\_\_

Academic Year: \_\_\_\_\_ Term:  Fall  Spring  Summer

*Return form to Financial Aid Office*

*Or email to: vets@gfcmsu.edu*

**Instructions:** Complete and submit this form to the GFC MSU Veterans Coordinator **after** you have enrolled in all classes for the coming term. **Exceptions:** (1) If you are on a wait list for a class, submit the form and note the class waitlisted. (2) If you are accepted into a program but will not register for classes until the Health Science Orientation provide a copy of your acceptance letter along with this form to the Veterans Coordinator.

<b>Benefit:</b> <input type="checkbox"/> Chapter 35 (Dependent Education Assistance) <input type="checkbox"/> Spouse    OR <input type="checkbox"/> Dependent <input type="checkbox"/> Chapter 30 (MGIB) <input type="checkbox"/> Chapter 31 (VA Voc Rehab) <input type="checkbox"/> Chapter 1606 (Guard/Reservist) <input type="checkbox"/> Chapter 33 (Post 9/11) <input type="checkbox"/> Veteran    OR <input type="checkbox"/> Spouse/Dependent                      Specify Ch. 33 payment tier (%): _____ <b>First Time Using Benefit?</b> Yes <input type="checkbox"/> No <input type="checkbox"/> If <b>no</b> , list previous school: _____
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<b>Check each that describes your <u>current</u> situation:</b> <input type="checkbox"/> Veteran <input type="checkbox"/> Drilling Guard <input type="checkbox"/> Active Duty <input type="checkbox"/> Spouse or Child <input type="checkbox"/> Drilling Reservist <input type="checkbox"/> Utilizing Federal Tuition Assistance	<b>Last Month/Year on Active Duty:</b> _____
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List Each Class You Want Certified		OFFICIAL USE ONLY – do not write in this section				
Class Name (ex. WRIT 101)	HyFlex course? Y/N <small>(See note on back page)</small>	Start Date	End Date	Credits	Res/Online	Remedial
<div style="text-align: right; padding-right: 10px;"> <b>Enrollment Period</b>    <b>Resident Credits</b>    <b>Online Credits</b>    <b>Remedial Credits</b> </div>		16 week				
		1 <sup>st</sup> 8 wk				
		2nd 8 wk				
		Other				

OFFICIAL USE ONLY

# Certification Request for VA Education Benefits

DO NOT SUBMIT THIS FORM UNTIL YOU ARE ENROLLED IN CLASS AND REGISTRATION IS COMPLETE.

## Important Veterans' Benefit Certification Information:

- I understand that I must be degree seeking and will receive benefits only for courses that apply to my program of study.***
- I understand the GFC MSU Veterans Coordinator reports enrollment to the VA in the same order requests are received. The VA takes up to 60 days to process enrollment claims and begin payments to the student. Enrolling in class at the last minute or failing to submit this form in a timely manner will result in a delay of benefits.
- I understand that *online* remedial/developmental courses (course numbers below 100 level) are not certifiable.
- Ch. 33 Post 9/11 and Ch. 31 Voc Rehab benefits - HyFlex Courses:** I understand that the GFC MSU Veterans Coordinator will report any HyFlex course as a distance/online course for VA purposes unless I attend at least one session of the course in-person within the first two weeks of class. In-person attendance will be verified by the Veterans Coordinator with course instructor. HyFlex courses do not impact Ch. 30, Ch. 35, or Ch. 1606 benefits.
- I understand the VA will not pay for a repeated class which I previously received a passing grade for, unless the original grade did not meet the program requirements. (For example, a "C" is required and you earned a "C-".) Classes retaken to improve grades cannot be certified with the VA.
- I understand that if I drop, add or withdraw classes, the school will report the change to the VA. The change in enrollment may cause me to repay funds to the VA and/or the school. I understand I must report enrollment changes to the Veterans Coordinator promptly to limit the repayment liability.
- I understand I will not be paid for breaks between semesters or between blocks.
- I understand the GFC MSU Veterans Coordinator reports the start date, end date, modality of classes and number of credits for each block to the VA. The VA determines payment amount for each block separately.
- If I am utilizing **Chapter 35, 1606 or 30**, I understand no money is paid to the school on my behalf. I understand I am responsible for all tuition, fees, and books.
- If I am utilizing **Chapter 33 Post 9/11** benefits and the VA does not pay the school the amount expected, I am responsible for the balance. I understand book stipend funds are sent to me, not the school.
- Chapter 33 Post 9/11, Chapter 30 (MGIB), and Chapter 1606:** I understand that I must verify my attendance with the VA at the end of each month in order to receive payments. For information on how to verify attendance, contact the GFC MSU Veterans Coordinator.
- Chapter 31/Voc Rehab Only:** I authorize the GFC MSU Veterans Coordinator to provide grades, transcripts and attendance to my VA VR&E Case Manager, if requested.

**The completion of this form authorizes Great Falls College MSU to certify my enrollment and provide academic information to the VA Education Department, so that I may receive VA Educational Training Benefits. I understand this request is for the term indicated above, and I must complete this form each semester.**

- I have attached a copy of my current Academic Plan to this request.***

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_