



2023-2024 Request for Certification of VA Benefits

Student Name: _____ **Student ID:** _____ **Student E-mail:** _____

Documents which may be required for certification:

All Applicants:

- Certificate of Eligibility
- Application for Educational Benefits (or printed copy of online application)
[*How do I apply for VA Education benefits*](#)

Veterans Only:

- Military Transcript and copy of DD-214 (Member 4)
- Indicate your branch of Military Service: _____
- Military Installation last or currently stationed: _____

Please indicate which campus you plan to attend (in what city): _____

Please indicate which type of student you plan to be: ___Commuter ___ Online ___ Cadet (Milledgeville Campus Only)

Housing Plan: ___ With Parent(s) ___ Without Parent(s)/Off Campus

Please indicate which term(s) you plan to attend: (Must notify campus if you wish to revise/cancel request)

___ Quarter 1 (Aug-Oct) ___ Quarter 2 (Oct-Dec) ___ Quarter 3 (Jan-Mar) ___ Quarter 4 (Mar-May) ___ Summer

Please indicate for which chapter of VA benefits you wish to be certified:

___ Ch. 33 (Post 9/11) ___ Ch. 30 (MGIB) ___ Ch. 1606 (MGIB-SR)
 ___ Ch. 33 (Dependent) ___ Ch. 35 (DEA) ___ Ch. 31 (VR&E)

If you are a Ch. 35, please provide the veteran’s social security number: _____

If you are a Ch. 31, please provide your VA Education Counselor’s name and email: _____

Have you sent an application for benefits directly to the VA via mail or internet? ___Y ___N

Are you requesting certification for prior terms? ___Y ___N **If so, please indicate which term(s).** _____

Please read and initial to confirm you understand each item:

_____ You must be enrolled in a valid degree program in order to be eligible for VA payment. Non-degree students may **not** qualify for VA benefits. Transient students must provide a primary school letter that includes the coursework that is required by the primary school.

_____ VA educational benefits will not pay for a student to repeat a course, unless the course was not successfully passed. This includes courses successfully completed and transferred from another institution.

_____ VA educational benefits will not pay for online Learning Support (LSS/remedial) courses. (For example: MAT 094, RDG 099, ENG 097, etc. or any course numbers below 100 level).

_____ All students who receive VA educational benefits (except dependents using Ch. 33 or Ch. 35) are required to submit a copy of their military transcript to the school. This will be submitted to the registrar's office for evaluation for transfer credits. You may request this transcript at <https://jst.doded.mil/>

_____ VA educational benefits will not pay for coursework that is not required for your program of study. Please ensure that you are aware of any credits that have transferred to GMC (for example, credits from military experience or from other institutions). All students that have completed basic training receive credit for physical education and wellness courses.

_____ If you withdraw from or stop attending a course, your enrollment certification will be updated and could result in a reduction in payment or a student debt with the school/VA. If you accept payment from the VA for a term or hours in which you are not enrolled, you may be responsible for repayment to GMC/VA.

_____ For VA purposes, military science courses (MSD) are only required for students participating in the early commissioning program (ECP) or the State Service Scholarship (SSS) program.

_____ Independent study (online) and Remote courses at GMC are considered online learning courses by the VA. If you are considering taking independent study (online) or remote courses and you are concerned about how this may affect your payment, please contact your VA Certifying Official for additional information prior to enrolling in the courses. See *Online Learning Acknowledgement*

_____ If you have previously used your benefits at another institution, you will need to complete the VA Request for Change of Program or Place of Training. You will also need to complete this form when transferring from one GMC campus to another. You may complete and submit this application online at www.va.gov. Click on "Change your current education benefits" in the Education section.

_____ Once you submit this form, you will be continually certified as long as you are continually enrolled. If you wish to stop using your benefits, please notify your VA Certifying Official. Also, if you have a break in enrollment (ex. choose not to attend Summer term), you will need to notify your VA Certifying Official when you return if you wish to be certified again.

_____ Ch. 33 does not pay for book rental fees. You are responsible for paying this fee out of pocket and will be reimbursed by the VA. The VA stipend is \$41.67 per credit hour (if you are full-time and 100% eligible). It pays up to \$1,000 per fiscal year (beginning Oct. 1, 2015). If you are less than full time or eligible for less than 100%, the stipend will be pro-rated by the VA.

_____ Courses which do not meet for the entire term either through a combination of in-class or online activity will be certified only for the days they actually meet. For example, if you are enrolled in a course that only meets for 2 weekends of the term (Fri-Sun), you will only be certified for 6 days for that class. This means VA will only pay you for 6 days, NOT the full term.

_____ Full-time enrollment status at GMC does not necessarily equal full-time enrollment status with the VA. Taking courses such as the one in the previous example may affect your enrollment status with the VA. If you have questions regarding this, please contact the VA Certifying Official at your campus.

_____ Many VA educational benefits require monthly check-ins or confirmation. Make sure you know how to complete this for your chapter benefits if it is required. Failure to check-in could result in delays with your VA funding.

I have read and understood the above statements.

Signature: _____ Date: _____