

Policy for VA Education Benefit Certification:

1. The VA Certifying Official will only certify classes that are in your program of study.
2. The VA Certifying Official will only certify classes that are needed for graduation requirements.
 - a. i.e. If you have completed a required area on your degree audit, once the VA Certifying Official is aware that this requirement is met, other classes that fall within your major but that do not contribute toward advancing progress towards your graduation requirements will not be certified.
 - b. "Rounding Out" the final semester is an exception to the previous item.
 - c. The VA Certifying Official reserves the right to correct any certification that has been certified in a manner that does not meet VA or State Approving Agency guidelines.
3. It is the STUDENT'S responsibility to notify the VA Certifying Official of any changes in the student's schedule as soon as it happens.
 - a. The VA Certifying Official has to report changes within 30 days of the change in status.
 - b. Withdrawals can negatively affect the continuance of receiving VA educational benefits.
 - c. If there are mitigating circumstances surrounding a withdrawal, please notify the VA Certifying Official of these circumstances and provide proper documentation.
4. If the STUDENT changes majors, the student should notify the VA Certifying Official and fill out a "Change of Program or Place of Training" form in addition to the institution "Change of Major" form and change of majors should last for more than one semester.
5. If the STUDENT comes to this institution from another institution, or transfers from this institution to another institution, and wishes to continue receiving VA Educational Benefits, then the student needs to submit a "Change of Program or Place of Training" to the receiving institution.
6. This institution does not participate in advance payments.
7. This institution certifies one semester at a time and each semester the student must notify the VA Certifying Official of any classes being taken which need to be certified.
8. This institution will certify "Guest Students" once the student has completed a Letter of Good Standing form and the classes have been confirmed to go towards the program of the parent institution.
9. This institution requires a Certificate of Eligibility and military transcripts (if applicable) for certification.
10. Due to the implementation of the Choice Act – Section 702 regarding residency status of Veterans, Service Members, and their Dependents, all students receiving VA Education Benefits need to complete the Alabama Residency Claim Form and submit the form along with supporting documentation to Military and Veteran Programs, Charger Union, Room 223.

VA FILES ARE CHECKED REGULARLY IN ACCORDANCE WITH STATE APPROVING AGENCY GUIDELINES

STUDENT ACKNOWLEDGEMENT:

By printing my name and providing my A# below, I acknowledge my responsibilities listed above concerning the GI Bill Benefits I am receiving and understand that failure to comply with these requirements can result in debts created by VA, and that these debts also have the potential to affect my UAH Account.

Printed Name: _____ A#: _____ Date: _____



Enrollment Verification for VA Educational Benefits

**VA EDUCATION BENEFITS ARE ONLY PAID FOR COURSES REQUIRED FOR YOUR DEGREE

Name: _____ Date of Birth: _____
 Last First MI

Address: _____ City: _____

State: _____ Zip: _____ UAH Email: _____

Phone: _____ Student ID# (A#): _____ VET/DEP: _____

Branch of Service: _____ Residency Classification: In State () Out of State ()

(Not Applicable for Transfer of Entitlement)

Currently on Active Duty? YES () NO ()

VA Education Benefit Information:

() CH 30 Montgomery GI Bill

() CH 31 Vocational Rehabilitation

() CH 1607 Activated Reserves or Nat'l Guard

(Under Title 10 Contingency Operations)

() CH 1606 Reserves or Nat'l Guard

() CH 33 Post 9/11 GI Bill _____% of Benefits

() CH 33 Dependent Transferability _____% of Benefits

() CH 35/Dependent VA File #: _____

() STEM Program

Academic Information:

Have you attended UAH before? YES () NO () Last term attended: _____

Did you receive GI Bill benefits at UAH? YES () NO ()

Are you transferring from another school? YES () NO () If yes, School: _____

Current Degree Program: _____ Minor/Concentration: _____

Term of Enrollment: _____ Are you graduating this term? YES () NO ()

Course for Term:

Course Name	Course #	Hrs.	Required Yes/No	Course Name	Course #	Hrs.	Required Yes/No

STUDENT'S STATEMENT of UNDERSTANDING

I understand that the completed form MUST be returned to the Military and Veterans Programs Office in the Student Services Building. Failure to return completed forms can cause a delay in receiving VA benefits. The VA will only pay for courses that apply toward my degree program. Changes to my course load could affect my VA benefits by reducing or stopping the amount of benefits I receive. The VA could create overpayments for not attending or withdrawing from course(s) that I am responsible to pay.

Student Signature: _____ **Date:** _____

Academic Advisor Signature: _____ **Date:** _____

Please return to: Military and Veterans Programs Office, Student Services Building Suite 119

PHONE: (256) 824-2758 EMAIL: vacontact@uah.edu

The Department of Veteran Affairs uses social security numbers to determine eligibility of veterans' educational benefits. (38 U.S.C. 3471) Title 38, United States

Code allows us to ask for this Information

Date: 8 August 2022