Request for Certification of Veterans Benefits

Prince William Sound College - Financial Aid Office

<mark>(This form **MUST** be completed **each** semester of attendance, and signed by an Advisor/Counselor.)</mark>

Certification request for: ❑ Fall ❑ Spring ❑ Summer **Term Year**: 20___

Student ID#: _____ VA File# (SSN): _____

Student's Name: _____

Mailing Address: _____

City: _____ State:_____ Zip: _____

Home Phone: _____Work/Mess Phone: _____

Date of Birth:_____ / _____/_____ E-mail:_____
               mo.   day   yr.

Current PWSC Degree Program: _____
VA students must elect an approved program of education.

VA Benefit Status

Are you an honorably discharged veteran? ❑ Yes ❑ No

❑ Veteran (Discharged/Retired)   ❑ Dependent Spouse   ❑ Reserves
❑ National Guard   ❑ Dependent Child   ❑ Widow(er)

❑ **Active Duty:** ❑ Officer or ❑ Enlisted

VA Educational Benefit Request (please check one)

❑ Chapter 30   ❑ Chapter 31   ❑ Chapter 32
(Montgomery GI Bill)   (Vocational Rehabilitation)   (VEAP)

❑ Chapter 35   ❑ Chapter 1606   ❑ Chapter 33
(Spouse/Dependent)   (Nat. Guard or Reserve GI Bill)

❑ VRAP
(Veterans Retraining Assistance Program)

I declare the information on this Request for Certification is true and accurate, and hereby apply for VA Educational Benefits at PWSC. I understand that only courses necessary to complete my stated program are payable under VA regulations, and I will promptly **report all add/drop** activity. I further understand that I must be officially admitted in a degree program. I authorize PWSC to report any information regarding my status, enrollment, and progress to the Department of Veterans Affairs.

Student Signature:_____ **Date:** _____

Please list your current semester enrollment below or attach a semester schedule printout (available via UAOnline).

CRN	Dept	Nmbr	Sect	Course Title	Cr

Course Eligibility for Certification

A posted and up-to-date degree plan is critical in the advising process, and may be maintained in the student's VA file. It is the tool which guides your VA certifying official in the certification of reported enrollment. Conscientious monitoring of the degree plan will produce accurate certification, which will help prevent overpayments. The VA will collect all overpayments, whether intentional or accidental, from the veteran student.

Only credits that apply towards the completion of a student's program can be certified for VA purposes. If 12 credits are certified for full-time attendance, **all** 12 credits must apply directly to the degree program (courses must be listed on degree planning sheet). Failure to meet course eligibility could result in Overpayment of Benefits. **All add/drop activity, must be reported to the PWSC Financial Aid Office and the VA promptly.**

There are **three (3) exceptions** to the general rule regarding course applicability:
1) The last semester before graduation, all credits taken can be certified if one (1) or more of the credits satisfy a graduation requirement.
2) If the school allows substitutions for program requirements, VA will allow you to take the course, as long as it is approved by the college and documented in the file.
3) Preparatory courses, such as MATH 055 or PRPE 084, as documented by Accuplacer scores.

Program Degree Checks must be performed **each** semester by your program advisor or a PWSC Counselor. This enrollment Certification will be submitted online through the VAOnce system, upon completion of the degree check and verified by the PWSC VA Certifying Official.

Signature:_____

<div align="center">

* Program Advisor or Counselor   Date

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*Note to advisor: Please review a current transcript or "DegreeWorks" report to verify that all above-listed courses are "essential, required, and non-duplicated" in the current degree plan.