

AUTHORIZATION FOR VA CERTIFICATION-RENEWED EACH TERM
Incomplete or unsigned forms will cause a delay in your benefits.
Due to a high volume of VA students, 8-10 weeks are required for processing & payment.

NAME: _____ PHONE# _____ ADDRESS: _____

CITY: _____ ZIP _____ SOC.SEC# _____ CLAIM#(dependents only) _____

Have you established & authorized COF? ____ RRCC STUDENT ID# S _____ Are you transferring from another college? ____

TERM: **CHECK ONE:** FALL ____ SPRING ____ SUMMER ____ YEAR _____ **It is MANDATORY all transcripts be transferred in.**

***Effective 01/01/15 Tuition Assistance and VA educational benefits can no longer be taken concurrently. To do so will leave you liable for all costs for the term including BAH.**

CHAPTER 33(POST 9/11) _____ %= _____	VA CHAPTER# CHECK ONE:	CHAPTER 31(VOC-REHAB) _____
CHAPTER 1606(NTL. GRD/RESERVES)* _____	CHAPTER 1607(REAP)* _____	CHAPTER 34(OLD G I BILL) _____
CHAPTER 30(NEW GI BILL)* _____	CHAPTER35 (DEPENDENTS) _____	NEW STUDENTS: VON-APP CONFIRMATION NUMBER _____

ONLY COURSES WHICH APPLY TO YOUR DEGREE/CERTIFICATE MAY BE CERTIFIED TO THE VA. A MAXIMUM OF 75 CREDITS TOWARD A DEGREE AND APPROPRIATELY LESS FOR CERTIFICATES UNDER EACH MAJOR WILL BE ALLOWED.
ANY CLASSES NOT ON THIS FORM CANNOT BE REPORTED TO THE VA.

DEGREE/EMPHASIS _____

I understand any class changes AFTER this form is submitted will result in a lengthy delay in benefits pay-out. Date _____ Student initials _____

MANDATORY CLASS INFORMATION:

Prefix (ACC)	Course #(121)	Section(001)		Credits	Advisor Initials

Over Please

- **AUDITED, NON CREDIT AND ON-LINE REMEDIAL CLASSES CANNOT BE CERTIFIED TO THE VETERAN ADMINISTRATION.**
- **ALL FAILED CLASSES ARE REPORTED TO THE VA, AND COULD RESULT IN OVERPAYMENTS.**
- **I have been made aware of the financial aid available and I have applied for FASFA. _____ Initials _____ Date**
- **I have been made aware of the financial aid available and have elected NOT to apply for FASFA. _____ Initials _____ Date**
- **VETERANS WILL BE CERTIFIED ONLY FOR CLASSES REQUIRED IN THEIR DEGREE/CERTIFICATE PROGRAMS. ANY CLASSES NOT ON THIS FORM CANNOT BE CERTIFIED TO THE VA. CHANGES TO YOUR SCHEDULE AFTER THIS IS SUBMITTED WILL CAUSE CONSIDERABLE DELAYS IN RECEIVING YOUR PAYMENTS.**
- **NO SUCCESSFULLY COMPLETED CLASS, INCOMPLETE, OR “SP” CAN BE RECERTIFIED FOR AN EXTENTSION OF PAYMENTS.**
- **YOU CAN ONLY BE CERTIFIED FOR TIME SPENT IN CLASS. ALL CLASSES ARE REPORTED TO THE V.A. ON A START AND END BASIS AND THAT IS HOW YOUR ENTITLEMENT MONEY IS BASED.**
- **IF YOU DROP, OR WITHDRAW FROM A CLASS, YOUR ENTITLEMENT COULD CHANGE EFFECTIVE FROM THE FIRST DATE OF THE CLASS, NOT FROM THE ACTUAL DROP OR WITHDRAW DATE. THIS WILL ALSO CAUSE DELAYS IN YOUR PAYMENTS.**
- **ANY CHANGE IN ENROLLMENT MUST BE REPORTED TO DONNA MERRIMAN WITHIN ONE WEEK TO AVOID DELAYS IN YOUR VA CHECKS.**
- **ALL STUDENTS ARE REQUIRED TO MAINTAIN A MINIMUM GRADE POINT AVERAGE (GPA) OF 2.000. IF YOUR GPA FALLS BELOW THIS MINIMUM REQUIREMENT, YOU WILL BE PLACED ON PROBATION. IF, DURING THE PROBATIONARY SEMESTER, YOUR GPA IS NOT RAISED TO A 2.000 OR BETTER, CERTIFICATION OF CLASSES TO THE V.A. WILL BE SUSPENDED. RE-ENTRY WILL ONLY BE ALLOWED AFTER APPROVED ACADEMIC COUNSELING AND YOUR GPA SHOWS IMPROVEMENT.**

MY JOB AT RRCC IS TO CERTIFY AND ADVISE VETERAN STUDENTS. I DO NOT WORK FOR THE VETERAN ADMINISTRATION NOR HAVE ACCESS TO ANY VA FILES. I CANNOT GUARANTEE YOU WILL RECEIVE BENEFITS OR WHEN THOSE BENEFITS WILL ARRIVE.

I HAVE READ AND UNDERSTAND THE INFORMATION PROVIDED ON THIS FORM AND THE INFORMATION I HAVE PROVIDED IS TRUE AND CORRECT.

STUDENT SIGNATURE

DATE

Your signature and date are required for processing

07/31/13