

# AUTHORIZATION FOR VA CERTIFICATION

- This form must be renewed each term.
- Incomplete or unsigned forms will cause a delay in your benefits.
- Due to a high volume of VA students, 8 - 12 weeks are required for processing & payment.

 VONAPP confirmation number: \_\_\_\_\_  
New students only

 VA file number: \_\_\_\_\_  
Dependents only

Student ID/SSN: \_\_\_\_\_

 My address or phone number has changed

 \_\_\_\_\_  
 Last Name First Name M.I.

 \_\_\_\_\_  
 Street City State Zip

 \_\_\_\_\_  
 Phone Email Address

 Are you transferring from another college?  Yes  No School: \_\_\_\_\_

*Note: It is **mandatory** that all transcripts be transferred in and evaluated by the end of your first term to avoid delays in payments.*

 Term:  Fall  Spring  Summer Are you graduating this term?  Yes  No

 Degree: \_\_\_\_\_ Is this a change?  Yes  No

## VA Chapter

 Chapter 33 (Post 9/11) %= \_\_\_\_\_

 Chapter 31 (Voc-Rehab)

 Chapter 30 (Montgomery GI Bill)

 Chapter 1607 (REAP)

 Chapter 1606 (National Guard/Reserves Montgomery GI Bill)

 Chapter 35 (Dependents)

## Class Information

Only courses which apply to your degree/certificate may be certified to the VA. A maximum of 60 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.

Dept. (ACT)	Course # (110)	Section (01)	Course Name (Beginning Yoga)	Cr.	Begin Date	End Date	Advisor Initials

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\_\_\_\_\_ I understand that any class changes AFTER this form is submitted will result in a lengthy delay in receiving my benefits. *(Initial)*

\_\_\_\_\_ I understand that audited, non-credit & online remedial classes cannot be certified to the Veterans Administration. *(Initial)*

I have been made aware of the financial aid available & I have completed a FAFSA.

I've been made aware of the financial aid available & I have elected **NOT** to complete a FAFSA.

- 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 benefits.
- No successfully completed classes, incompletes, or "SA" grades can be recertified for an extension of payments.
- You can only be certified for time spent in class. All classes are reported to the VA on a start and end basis. Therefore, be sure to discuss with Sherry how short &/or late-starting classes will affect your benefits.
- If you stop attending, drop, or withdraw from a class, your entitlement could change effective from the first date of the class, not from the actual drop or withdrawal date. This will also cause delays in your payments.
- Any change in enrollment must be reported to Sherry Hodges-Ward within one week to avoid delays in your VA checks/payments.
- All students are required to maintain a minimum cumulative 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 cumulative GPA is not raised to a 2.000 or better, certification of classes to the VA will be suspended. Re-entry will only be allowed after approved academic counseling.

\_\_\_\_\_ I authorize FVCC Veteran Services to communicate with and release my college records to the U.S. Department of Veterans Affairs and other College administrative offices as necessary to accurately process my VA education benefits while I am enrolled at Flathead Valley Community College. *(Initial)*

The job of the FVCC School Certifying Official (SCO) is to certify and advise veteran students and students receiving VA education benefits. The FVCC SCO does not work for the Veterans Administration nor have access to any VA files. We cannot guarantee you will receive benefits nor when those benefits will arrive.

I have read and understand the information provided on this form and certify that the information I have provided is true and correct.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date