

# Request for Certification of VA Education Benefits

Print Name \_\_\_\_\_ A# \_\_\_\_\_

Major \_\_\_\_\_ Minor \_\_\_\_\_ Concentration \_\_\_\_\_

Number of credits enrolled in: \_\_\_\_\_ Year \_\_\_\_\_ Fall Spring Summer

If Summer which session? (Use a separate form for each session.) Special I II III

**Select the Veterans Affairs (VA) Educational Benefit Program you are requesting certification for:**

- Chapter 30 Montgomery (Active Duty) GI Bill® (M)
- Chapter 1606 Montgomery (Reserve/National Guard) GI Bill® (R)
- Chapter 35 Dependent's Educational Assistant program  Spouse or  Dependent (S)
- Chapter 1607 Montgomery (Reserve/National Guard Active Duty) GI Bill® (E)
- Chapter 31 Vocational Rehabilitation (MUST SUBMIT 1905 Form) (V)
- Chapter 33 Post 9/11 GI Bill:  Veteran or  Dependent (P)
- Chapter 33YR Post 9/11 GI Bill/Yellow Ribbon (Y)
- Do not certify** I do not wish to use my VA Educational Benefits this term (N)
- Exhausted My VA Educational Benefits are exhausted (X)

**Student Responsibilities & Statement of Understanding**

- The first semester I intend to use VA Education Benefits I must submit a copy of my Certificate of Eligibility (COE) or Notice of Basic Eligibility (NOBE) before my enrollment will be certified with the VA
- I must submit this form each semester I intend to use VA Educational Benefits
  - I must register for classes before submitting this form
  - I understand that all courses registered must be required for the degree/major I declared (as verified by a degree evaluation) for VA Benefits
- For Chapters 30, 35, 1606 and 1607 I must [verify my enrollment with the VA online](https://gibill.va.gov/wave/index.do) at <https://gibill.va.gov/wave/index.do> or by calling (877) 823-2378 at the end of each month or the VA may not release funds to my account
- I must immediately notify the VA Certifying Official of any changes in enrollment (add, drop, withdraw)
- I understand that there are many reasons that my VA Educational Benefits can be inadequate, reduced, interrupted or terminated resulting in a debt incurred by me even after disbursement has occurred and that reduction or loss of benefits could revert back to the first day of classes. Reasons include (but not limited to) the following:
  - Incomplete grades which are not completed by the eighth week of the subsequent term
  - A reduction in credit hours
  - Failure to maintain satisfactory academic progress toward degree completion
- I am responsible for any debt incurred when charges that are not eligible for VA Educational Benefits, VA Educational Benefits are inadequate, reduced, interrupted, or terminated (VA pays tuition and fees for eligible students directly to Norwich University for Chapters 31 and 33) and I understand that I will be liable for any overpayment I might receive from VA

Student Printed Name

Student Signature

Date

Submit to: Norwich University  
Devin Holland  
School Certifying Official  
dholland@norwich.edu  
Phone: (802) 485-2038  
Fax: (802) 485-2042  
158 Harmon Drive  
Northfield, VT 05663

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| <p><b>OFFICE USE</b><br/>Initial Cert Date: _____<br/>After Add/Drop: _____</p> |
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