



# MILITARY AND VETERANS COURSE CERTIFICATION FORM

(Military and veteran students must submit the completed form and class schedule to the Veterans Advisor each semester in order to receive VA Educational Benefits.)

This form is to be used solely for the purpose of course certification for Veterans Affairs Educational Benefits. In order to receive VA Educational Benefits, I understand and agree to the following conditions:

1. I will receive benefits only for those courses within my program of study (or pre-requisites).
2. I may receive benefits while repeating a course only if it is required for my course of study and I have not previously completed the course with the minimum grade required by my program.
3. I will report all adds/drops/withdrawals/class cancellations and changes of program to the Veterans Advisor immediately by submitting a Certification Adjustment Form and my new class schedule.
4. I understand that the following may affect the monthly dollar amount of educational benefits:
  - a. Adding or dropping a class
  - b. Enrolling in a class that does not apply to my degree program
  - c. Enrolling in classes with various beginning and ending dates such as 8 week or 4 week classes.
  - d. Enrolling in all online or hybrid classes.
5. I understand that the basic housing allowance for exclusively online students is half the national average for BAH for an E-5 with dependents.
6. I need to verify my attendance every month before payment is issued if I am receiving one of the following benefits: MGIB Chapter 30, MGIB Selected Reserve Chapter 1606, or REAP Chapter 1607.

Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

Program of Study: \_\_\_\_\_ Chapter \_\_\_\_\_ Semester: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Subject	Course Number	Section Number	Distance Learning Course	Developmental Course	Number of Credits	Repeated Course	Certified

PVCC does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding nondiscrimination policies: Kim Van Savage, Chief Human Resources Officer, kvansavage@pvcc.edu, 434-961-6567, 501 College Drive, Charlottesville, VA 22902.

<b><u>Veterans Services Use Only</u></b>
SCO: _____ Date: _____