

Request for VA Certification – PRCC Office of Veteran Services

This form must be completed before each semester (fall, spring, summer) that you wish to be certified.

Name:	Student ID #:
Address:	City, State, Zip:
Telephone #:	Major:
Semester: <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer	Current Year:

Please indicate which Chapter of VA Education Benefits you will be using at PRCC:

<input type="checkbox"/> Ch. 1606 (National Guard/Reservist)	<input type="checkbox"/> Ch. 30 (MGIB-AD)	<input type="checkbox"/> Ch. 33 (Post 9/11)	<input type="checkbox"/> Ch. 31 (Voc. Rehab)
<input type="checkbox"/> Ch. 35 (DEA) <i>What is your VA File Number? (Required for Certification)</i> _____			

Please indicate your status:

Are you a Veteran or current member of the US Armed Forces?	<input type="checkbox"/> Yes: If yes, are you on Active Duty?	<input type="checkbox"/> No
	<input type="checkbox"/> Yes; anticipated discharge date: _____	
<input type="checkbox"/> No: My relationship to the Veteran/Service Member is: <input type="checkbox"/> Spouse <input type="checkbox"/> Dependent		

Which branch of the military did you (or the Veteran) serve in?

<input type="checkbox"/> Army	<input type="checkbox"/> Air Force	<input type="checkbox"/> Coast Guard	<input type="checkbox"/> Marine Corps	<input type="checkbox"/> Navy	<input type="checkbox"/> National Guard/Reserves
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Things to remember:

1. The VA will only pay for classes that apply to your degree requirements for graduation.
2. If you've changed your major, additional paperwork is required before certification can be completed. It is your responsibility to update this information with the VA Certifying Official.
3. The VA will not pay for Development/Remedial courses taken online.
4. The VA will not pay for courses that have already been successfully completed (if you have questions about a course, please ask the VA Certifying Official before scheduling the course).
5. The VA will only pay during the enrollment dates indicated on your printed schedule. Mini-courses, block courses, modified block, summer courses are considered non-standard terms, and these non-standard terms may affect your pay.
6. If I am the military member/Veteran, I hereby give PRCC permission to request my Joint Services Transcript, and if I am/was a member of the Air Force, then I will request my CCAF transcript immediately.
7. I understand that all communication will be done via my PRCC student email account.
8. I understand that I must notify the VA certifying official of any changes to my enrollment after I have submitted this form. Failure to notify may result in overpayment.

I have read and understand the above statements, and it is my responsibility to adhere to stipulations set forth within. I understand that my account balance is my responsibility, and that I must pay any tuition, fees, books, housing or additional expenses on my account.

Student's Signature

Date

*****Advisor, please indicate the approved courses for the requested term; attach a copy of the PRCC Student Schedule, and provide a copy of the designated degree plan from either PRCC or the transfer university.**

Course Subject	Course Number	Course Description	Required for degree?	Is this a repeated course?
ENG	1113	<i>*example* English Comp I *example*</i>	Yes	No

I verify that the courses listed above apply towards the student's degree requirements for the current enrollment period. *Courses can be required electives.

Signature of PRCC Counselor or Advisor

Date