**Request to Certify for VA Educational Benefits**

**Name:** _____ **Last 4-Digits of Veteran's SSN:** _____

**Chapter:** _____ **Student SCC ID:** _____

Please certify me for the semester indicated below. I understand that I **must** notify the VA School Certifying Official (SCO) if I add or drop classes during the semester. I understand that if I drop a class due to extenuating circumstances, I must notify the SCO at the time of the withdrawal. If I do not officially withdraw from a class but stop attending, I understand that my last date of attendance will be reported to VA. I also understand that if I do not complete a course, I may owe money back to VA for educational benefits received.

**Important:** Please check only one semester below. This form must be completed and signed each semester for which you request VA certification.

_____ Fall 2026

_____ Spring 2027

_____Summer 2027

**Please read each statement carefully, initial each section, and sign at the bottom of the form.**

____1. I understand that I must notify the SCO if I drop a class, change my enrollment, or change my academic program.

____2. I understand that if I stop attending my classes without officially withdrawing, I may be dropped based on my last date of actual attendance. This may result in balance owed to the school (Chapter 33 only) and/or a debt to the VA.

____3. I understand that, as a Chapter 33 (Post-9/11 GI Bill®) student, my tuition and fees will be reported to VA after the 100% drop/add period for each enrollment period. VA funds will not be reflected on my student account until the college receives the payment from VA. I understand that my student account may continue to show a balance while the college is waiting for VA payment.

**I understand that it is my responsibility to come to the Financial Aid Office at the beginning of each semester and complete and sign the Request to Certify for VA Education Benefits Form in order for my enrollment to be certified with the VA. I understand that if I do not complete and sign the required form, my Monthly Housing Allowance (MHA/BAH) may be delayed. For Chapter 33 students, my tuition and fees and book and supply allowance may also be delayed.**

_____ _____

Signature Date

Ladda Koulavongsa
VA Coordinator
592-4446