

TRINITY VALLEY COMMUNITY COLLEGE
VA BENEFITS REQUEST
SPRING, 2011 SEMESTER

Please complete all items. Print clearly!

Student ID _____

1. Social Security Number _____

2. VA File Number _____

Required for Chapter 35 and must include suffix

3. Program of Study _____

4. Date of Birth _____

NOTE: You must be degree-seeking (in an approved program of study) to receive VA benefits. VA regulations support registration only for those courses listed in the college catalog as necessary for the completion of the curriculum that you have declared. Only those courses, or courses required by the college as prerequisites to those courses, will be certified for payment of benefits.

5. Name _____
Last First Middle

6. Street Address _____

City _____ State _____ Zip _____

If this address does not match what is in the College's system, should we change your address in the system? ___ Yes ___ No

7. E-mail Address _____

8. Home Phone (_____) _____ Work Phone (_____) _____

9. ARE YOU ON ACTIVE DUTY? ___ If YES, will you be receiving tuition assistance for any portion of your classes? ___

10. INDICATE THE TYPE OF BENEFITS THAT YOU WILL BE RECEIVING:

_____ Chapter 30 (Montgomery GI Bill)

_____ Chapter 33 (Post 9/11 GI Bill)

_____ Chapter 35 (Dependent of Service Connected Disabled or Deceased Vet)

_____ Chapter 1606 (Reserve / National Guard)

_____ Chapter 1607 (REAP) (Reserve / National Guard)

_____ Chapter 31 VA Vocational Rehabilitation _____ (Name of Case Manager) Required

11. INDICATE YOUR VA STATUS:

_____ New VA Student (never used any VA educational benefits in the past at any institution)

_____ Continuing Student (enrolled at TVCC during **Fall** term, using VA benefits)

_____ Returning Student (used VA benefits last at TVCC but not during the **Fall** term).

_____ Transfer Student (last used VA benefits at another institution – Submit form 22-1995 or 22-5495 {Chapter 35} and **See Below**)

_____ Supplemental VA Student (taking classes to transfer back to your home college – Written authorization from home school is required.)


VA regulations require that all transfer students using VA benefits must have transcripts from previous colleges, including military transcripts, forwarded to TVCC for evaluation of transfer credit. Have transcripts sent to:

OFFICE of ADMISSIONS
TRINITY VALLEY COMMUNITY COLLEGE
100 CARDINAL DRIVE
ATHENS, TEXAS 75751

Please complete the other side.

An Error or Omission May Delay Your Benefits

12. PLEASE LIST ALL COURSES FOR WHICH YOU ARE REGISTERED FOR THIS SEMESTER OR FOR WHICH YOU WANT TO BE PAID BENEFITS:

FOR OFFICE USE ONLY	COURSE: (EXAMPLE: ACCT 2401.7840)	COURSE REFERENCE NUMBER (EXAMPLE 7840)	COURSE TYPE FOR EACH COURSE INDICATE C OR DL	CREDIT HOURS
			LEGEND C- CLASSROOM DL- DISTANCE LEARNING	
<p>***Please attach a copy of your registration statement to this form to verify course costs, starting/ending dates and the applicability of the course to your program of study.</p>			<p>TOTAL: </p>	

13. POLICIES AND PROCEDURES (Carefully read, confirm understanding and sign below):

- a. I understand that my enrollment will not be certified to the VA until I have paid, or arranged payment for, my tuition. (CH. 33 veterans are considered to be paid at the time of registration up to the percent of their eligibility.)
- b. I understand that I must complete this school form every semester to be certified to the VA. The college does not assume either your enrollment or your wish to use your benefits for a semester
- c. Courses that meet less than 15 weeks (full-semester) are only certified for the time period during which they actually meet. They are considered a part of my course load ONLY while they are in session, not for the full semester.
- d. Developmental courses are fully certifiable *provided* you submit a Developmental Course Certificate of Need form, signed by a college advisor, to the College Vet. Affairs Office.
- e. All Veteran Ed. Benefit students are required to submit prior college transcripts and military training records to the college for evaluation within the first year of attendance. Failure to do so usually results in a halt to your benefits until this is resolved. Please provide the documents, even if you know that nothing is going to transfer.
- f. I understand that only courses required by my program of study can be certified.
- g. All VA benefit recipients must notify the College VA office immediately of all changes in course enrollment such as: ADDS, DROPS, AUDITS, OFFICIAL WITHDRAWALS, CHANGES IN PROGRAM (CURRICULUM), REENROLLMENTS, AND ADDRESS. If mitigating circumstances (unanticipated/unavoidable situations beyond your control that prevent course completion) occur, submit a completed VA Form 21-4138 (with supporting documents) to the College VA office for submission to the Department of Veterans Affairs. VA Form 21-4138 is available in B126.

I agree that any information on this form or in my College file may be shared with VA at their request.

I have read, understand and will comply with all policies and procedures as signified by my signature below.

Signature of Claimant

Date

Staff Initials/Date Updated