

2019-2020 WVNCC VETERANS CERTIFICATION SHEET

(PLEASE PRINT *ALL* INFORMATION)

Return this form to your Campus Service Center or to TeAnn King on the Wheeling Campus

SECTION A: (ALL STUDENTS) WVNCC Student ID# _____

Name _____ SSN _____
Last First MI

Permanent Address _____
Street City State Zip

Phone No. _____ Cell Phone No. _____

Email Address _____ DOB _____

Degree presently working towards: _____/Major _____

_____ Check here if change in major/place of training. **Fill out VA Form 22-1995 and return with this form.**

Anticipated Graduation Date: _____ (Month and Year, for example: May 2019)

YOUR PLANS (Circle and give credit hours)

Fall 2019	YES	NO	CREDITS _____	(Full time is 12 full term hours of classes- classes meeting 6 or 8 weeks are computed differently by VA)
Spring 2020	YES	NO	CREDITS _____	
Summer 2020	YES	NO	CREDITS _____	

STATEMENT OF RESPONSIBILITY

"I understand that **any changes** in my educational status, i.e., **adding or dropping** courses will be reported to the VA by WVNCC. I also understand that it is also **my responsibility** to **report these changes**. Changes in my dependency status must also be reported. All entries on this form are true to the best of my knowledge."

CAUTION: A student who willfully submits a false report to obtain benefits under this law may be prosecuted, resulting in fine or imprisonment or both. **I understand that the school does not certify until after the school's add/drop period which is the first full week of school. It is the student's responsibility to use the Degree Evaluation/Northern Navigator to see if their courses are covered under their program. I have provided an email address for certification notification. By signing this I acknowledge receipt of WVNCC Fact Form and had all my questions and concerns answered.**

DATE: _____ SIGNATURE: _____

SECTION B: WVNCC VETERANS

Which benefits chapter are you applying for?

Montgomery GI Bill (30) _____ Post 9/11 (33) _____ Post 9/11 (33) Transfer of Benefits _____

Reserve and National Guard (1606) _____ REAP (1607) _____

Dependent of Disabled Veteran (35) _____ Voc Rehab Disabled Veteran (31) _____

List any schools/colleges (*other than WVNCC*) where you have attended and approximate years: _____

****TRANSCRIPTS FROM ALL ACCREDITED COLLEGES MUST BE ON FILE BEFORE CERTIFICATION CAN BE DONE**

Did you **use your Veteran Benefits** at any other school? _____ If so, when? _____

IMPORTANT NOTES FOR ALL STUDENTS

VA Benefits will not pay for courses not counted toward your graduation requirements under “your” appropriate catalog; *Audits or unnecessary repeats; *Non-punitive grades, e.g., CEU classes, AW grades; basic skills, remedial or refresher courses not authorized by the college through the office of Veterans Affairs prior to registration (1606 benefits do not pay for remedial coursework); ***Substitute classes must be submitted in writing through the WVNCC Veterans Affairs office prior to taking them or they will not be paid. It is the responsibility of the student to follow up with the records office for graduation requirements on substitute classes.**

INSTRUCTIONS AND INFORMATION ON FORMS NEEDED:

SECTION A: RETURNING STUDENTS

You must complete WVNCC Veterans Certification Form AND Veterans Fact Sheet one time for each school year. These forms are good for all three semester during that academic year.

In addition to the WVNCC form, returning Veteran students who have used VA Benefits at WVNCC continuously do not need to complete any additional forms unless

- changing their address (form VA 572 Request for address/direct deposit change)
- changing their major (form VA 22-1995 Change of program/place of training)
- canceling direct deposit (form VA 572 Request for address/direct deposit change)

Returning Veteran students who have attended another institution and used VA Benefits and are now returning to WVNCC must complete form VA 22-1995 (Change of program/Place of training)

SECTION B: NEW WVNCC STUDENTS

New Veterans at WVNCC applying for benefits must complete the following:

Chapter 30 (Montgomery GI BILL)

- Complete form VA 22-1990 (If on active duty, your base Education Service Officer must certify your application)
- Complete WVNCC Veterans Certification Form and sign off on Veterans Fact Sheet

Chapter 31 (Veterans Vocational Rehabilitation)

- Complete WVNCC Veterans Certification Form
- Contact Voc Rehab counselor to send form VA 28-1905 authorization form

Chapter 33 (Post 9/11)

- Complete WVNCC Veterans Certification Form and sign off on Veterans Fact Sheet
- Complete form VA 22-1990 (Submit Certificate of Eligibility (COE) once you receive from DVA)

Chapter 35 (Dependent Benefits – both spouse or children)

- Complete form VA 22-5490
- Complete WVNCC Veterans Certification Form and Veterans Fact Sheet

Chapter 1606/1607 (National Guard or Reserves)

- Complete WVNCC Veterans Certification Form and Veterans Fact Sheet
- Complete form VA 22-1990

Need help or have questions about enrollment hours certified by WVNCC, call your certifying official, TeAnn King, 304-214-8837 or email her tking@wvncc.edu.

Questions about your Veterans benefits or payment: call 1-888-GIBILL or by website www.gibill.va.gov and click on Ask Question.