**2020-2021 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 2020 YES NO CREDITS \_\_\_\_\_\_\_\_\_ (**Full time is 12 full term hours of classes-**

Spring 2021 YES NO CREDITS \_\_\_\_\_\_\_\_\_ **classes meeting 6 or 8 weeks are computed**

Summer 2021 YES NO CREDITS \_\_\_\_\_\_\_\_\_ **differently by VA**)

##### 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**

VADATA DATE:

**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: \_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**\*\*TRANSCIPTS 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](http://www.gibill.va.gov) and click on Ask Question.