



**GW Veteran Services**

**REQUEST FOR CERTIFICATION OF ENROLLMENT FOR VA BENEFITS**

Please complete all sections of this form and submit (via email or fax) to Veteran Services

To ensure timely processing of your VA Benefits, return this form after registering for your classes and at least 8 weeks before the start of classes. Certifications will be processed in the order they are received but no sooner than 12 weeks prior to the start of classes. This form must be completed and submitted each semester of your enrollment at GW if you are using VA benefits.

This form is:  The Initial Form for Semester  An Updated Form

Name \_\_\_\_\_ GWID \_\_\_\_\_ SSN \_\_\_\_\_

Current address: \_\_\_\_\_ Phone(cell preferred) \_\_\_\_\_

E-mail address: \_\_\_\_\_ Degree Program \_\_\_\_\_ Check if part-time:

VA Claim Number (Ch 35 only) \_\_\_\_\_  Undergraduate  Graduate Student

Campus:  Foggy Bottom  VA (Ashburn)  Alexandria  Arlington  Hampton Rds  Distance Ed.  S. Maryland

Other: Please list: \_\_\_\_\_

Currently I am:  Active Duty  Reservist  Veteran  National Guard (State): \_\_\_\_\_

**VETERAN EDUCATIONAL BENEFITS FOR WHICH YOU ARE APPLYING:**

Ch 30 (MGIB)  Ch 31 (Voc. Rehab)  Ch 33 (Post 9/11)  Ch 33 Yellow Ribbon  
 Ch 35 (Dep/Sur)  Ch 1606 (Se. Reserve)  Ch 1607 (REAP)  Ch 34 (Vietnam Era)

**ENROLLMENT INFORMATION:**

Semester: \_\_\_\_\_ Year: \_\_\_\_\_ Number of credits: \_\_\_\_\_

First time VA benefits at GW:  Yes  No

Guest student at GW:  Yes  No If yes, list home institution/school: \_\_\_\_\_

Have you changed or added majors at GW in past two semesters:  Yes  No  
(If yes, you must complete VA Form 22-1995 or 22-5495 - Ch 35 - if not already submitted)

Check if a unit/office/agency of the Federal Government will be paying all or a portion of your tuition:

**STATEMENT OF UNDERSTANDING:**

- I must be registered for classes before submitting this form.
- I must complete and submit this form to the GW Veterans Certifying Official for each semester of eligibility for VA educational benefits.
- I must also file for educational benefits with the Veterans Administration by visiting this web-site: <http://vabenefits.vba.va.gov/vonapp/main.asp>
- I must provide copies of the following documents to the VA Certifying Official: My DD-214 member copy 4 (if applicable and for first time applicants).
- I understand that I must verify my enrollment with the Veterans Administration every month in order to receive my benefits under Chapters 30, 33 and 1606, by either visiting the VA web-site at <http://www.gibill.va.gov/wave> or by contacting the VA by telephone at 1-877-823-2378
- I must immediately report any changes in enrollment (course drops/adds) to the GW Veterans Certifying Official, and to provide a substantial explanation for dropping classes or withdrawing from a class. Note that a reduction in credit hours may result in a change in eligibility for benefits even after disbursement has occurred.
- VA benefits may be discontinued if I fail to maintain satisfactory academic progress/attendance towards completion of my program of study. I further understand that Incomplete (I) grades must be completed by the end of the subsequent semester or VA benefits may be reduced or interrupted.
- VA pays tuition for eligible students directly to GW pertinent to eligibility for Chapters 31 and 33 and active duty TA educational benefits.
- I am responsible for paying any University charges (tuition and fees) which are not covered by my Veteran's benefits.
- I cannot receive Chapter 30 benefits while using Tuition Assistance (TA), except for under the "Top-Up" program, and that eligible reservists and National Guardsmen may only receive Chapter 1606 benefits while using TA while training at the half-time rate or greater.
- The information contained on this form is true and correct to the best of my knowledge.

Name (print): \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_