



**REQUEST FOR CERTIFICATION OF
EDUCATIONAL BENEFITS**

Date: _____ Campus or Center: _____

Name: _____

Mailing Address: _____

City State Zip

Home Phone: _____ Work Phone: _____

Email: _____ NPC ID#: _____

SSN or VA File _____ Date of Birth: _____

I am requesting Veterans Benefits under the following Chapter: (check only one)

____ CH. 33 – Post 9-11

____ CH. 30 – Montgomery GI Bill

____ CH. 1607-REAP

____ CH. 31 – VocRehab*

____ CH. 1606 – Reserves

____ CH. 35 – Dependent

*Vocational Rehabilitation must be approved by the VA Administration, before enrolling.

Have you used your benefits before? Yes _____ No _____

If yes, list institutions you have previously attended: _____

YOU MUST HAVE YOUR TRANSCRIPTS ON FILE WITH NPC BY THE END OF THE FIRST SEMESTER OF ATTENDANCE.

All students using VA education benefits must declare degree intent and be enrolled in courses that applies to the degree. (Remedial courses will be certified.)

Type of degree: AA _____ ABUS _____ AS _____ AAS _____ CAS _____ CoP _____

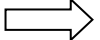
Dual Objective: If yes, please list degree: _____ No _____

I authorize the NPC Veterans Certifying Official to certify my enrollment.

Signature: _____ Date: _____

Department of Veteran Affairs regulations require that all persons using any type of Veteran Educational Assistance Programs must make satisfactory academic progress toward achievement of their educational objectives (Program of Study). A student that does not meet the minimum standards will be on probation for one semester. The student has one semester to improve their academic standing. If the student fails to meet the minimum standard, they will be suspended from using their VA Educational Benefits.

Please send this form to: Veterans Certifying Official – Painted Desert Campus, Holbrook AZ

SEE BACK **This portion is provided to assist you in applying for and understanding your Veterans Educational Benefits.**

1. **Eligibility for VA Educational Counseling:** I am aware that VA Educational Counseling exists and that should I choose, I can obtain VA Educational Counseling by visiting the Phoenix VA Office.
(initials)_____
2. **This office functions as an intermediary between you and the Department of Veterans Affairs (DVA) and has four basic functions:**
 1. Certify to the DVA that you are registered. (You must inform us every semester that you are enrolled)
 2. To verify for the DVA that the courses you are taking apply to the degree program that you declared.
 3. To notify the DVA of changes that may affect your benefits (drop/adds).
 4. To maintain an accurate file of your educational experience at NPC.
 (initials)_____
3. **Changes:** The law, under which DVA benefits are administered, requires changes to be reported to our office immediately. Changes include class schedule changes (drop/adds), degree major and /or program of study changes, name, address, telephone, etc.
(initials)_____
4. **Courses and Grades:** VA benefit's will pay for the following grades: A, B, C, D, P. If your course has a grade option you must take that option and may not opt for a pass/fail. Failed courses and courses that require a "C" or better may be repeated for pay. W grades and classes withdrawn from during or after a semester are subject to overpayment. Audited and non-credit courses are not authorized for pay. Courses **NOT** part of your designated program of study are not authorized for pay.
(initials)_____
5. **Probation:** NPC has a minimal GPA requirement (see college catalog). Failure to maintain the required GPA will result in academic probation. You are still eligible for educational benefits while on probation, however remaining on probation after one semester will result in Academic Suspension and possibly the DVA suspending or terminating your benefits.
(initials)_____
6. **Other forms of financial assistance:** The Post 922 GI Bill will not pay tuition and fees if you are receiving tuition reimbursement from an employer, federal tuition assistance, military tuition waivers, or any form of financial scholarship for tuition purposes. If you are receiving a partial payment for tuition, the VA will cover all remaining costs.
(initials)_____
7. **Tuition Deferments:** NPC offers tuition promissory notes. This allows NPC to hold you in your classes prior to payment being received by the DVA. If you are receiving VA payments directly, it is your responsibility to pay your deferments once you receive your VA funds.
(initials)_____
8. **Books:** Books are the Veterans responsibility since NPC doesn't require you to buy the books from NPC. You are welcome to set up a payment plan through our 3rd party company to purchase your books, or you can purchase them from any other company, just make sure to check with your instructor so you purchase the correct book.
(initials)_____
9. **Default and Financial Aid:** I understand that should payment become delinquent it may be turned over to a collection agency/attorney and reported delinquent to a credit bureau. I also understand that whether or not Financial Aid is awarded to me, I must comply with the repayment schedule provided me. I am held responsible to repay this loan in full even if I do not attend classes. I will go through official withdrawal as described in the general catalog and class schedule in order to obtain any refund of fees that may be applicable.
(initials)_____
10. **Release of Information:** I authorize this office to act as my intermediary to the DVA, both with Muskogee and Phoenix offices. I understand that the information exchanged will be concerning only my school affairs and educational benefits.

I have read and understand the above standards and agree to the following statements.

Signature: _____ **Date:** _____