



VA STUDENT IN-PROCESSING FORM

Last: _____ First: _____

College ID: _____ SSN: _____

Email: _____

By completing this form you are automatically a member of the student-led organization for military-affiliated students (SVA). There is no fee, however you may be eligible to apply for additional SVA scholarships through the national organization.

Which benefit will you be using?

Servicemembers and Veterans	Dependents (Spouses and Children)
<input type="checkbox"/> Post 9/11 GI Bill (CH 33) <input type="checkbox"/> Montgomery GI Bill (CH 30) <input type="checkbox"/> Montgomery GI Bill Select Reserves (CH 1606) <input type="checkbox"/> Vocational Rehabilitation and Employment (CH 31) Branch of Service: _____	<input type="checkbox"/> Post 9/11 GI Bill (CH 33) <input type="checkbox"/> Dependents Education Assistance (CH 35) Provide the social security number of the qualifying veteran: _____

Important: If you have never used these benefits before or if you have used them before at a different college, you must report this to the VA: <https://www.va.gov/education/how-to-apply/> Click "Finding your education benefits form" Then choose either "Applying for a new benefit" or "Updating my current education benefits."

Admissions requirements must be met before benefits can be certified. List previous colleges attended:

Student's responsibilities:

- **Register for the correct classes:** Classes outside your major cannot be certified. Classes with a passing grade cannot be certified if repeated. Remedial and audited classes cannot be certified.
- **Reporting Enrollment:** Ch. 30, 35, 1606/1607 are required to report attendance on the last day of the month (877) 823-2378.
- **Enrollment Status:** Based on hours enrolled. If you are in a class (8-week or 5-week) that does not run the entire semester, your enrollment status can change throughout the semester.
- **Military Discount:** NCWC students who are active duty or veterans or spouse will receive a 10% discount on tuition. SCOs will certify enrollment based on the tuition minus the discount.
- **Satisfactory Academic Progress/Attendance:** You must maintain a 2.0 GPA. If you are academically suspended, your VA benefits will be terminated. Attendance is required for VA payment.
- **Changing Majors:** You must alert SCO and the VA when changing your major.
- **Reporting Changes:** Students are required to report address and direct deposit changes to VA via W.A.V.E. www.gibill.va.gov/wave/index.do or 1-877-823-2378. Address changes should also be reported to your advisor and SCO.
- **Graduation:** Students are required to notify their SCO at the beginning of the semester they intend to graduate. Students may "round out" their final term and take a class outside their major if needed. This is the only time rounding can be certified.

For more information on benefits visit the GI Bill website at: www.gibill.va.gov/resources/benefits/resources. NCWC Veteran Forms - <http://ncwc.edu/admissions/financial-assistance/veteran-benefits/>.

Student Signature

Date