



Veteran's Request for Certification

Complete this form in its entirety for each period of enrollment for which you are registered. Incomplete or inaccurate data may delay processing

Name _____			Date of Birth _____			Hancock ID Number _____		
Mailing Address _____			City _____			Zip Code _____		
Email Address _____			Veteran's file number _____			Student's Social Security # _____		
<input type="checkbox"/> AA <input type="checkbox"/> AS <input type="checkbox"/> Transfer								
Educational Goal (Must match SEP) _____						Contact Phone Number _____		

Which Chapter of educational benefits will you be using :

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chapter 30 Montgomery GI Bill—Active Duty	Chapter 33 Post 9/11 GI Bill *Enrollment fees must be paid at the time of registration	Chapter 1606 Montgomery GI Bill--Selected Reserve	Chapter 1607 Reserve Educational Assistance Program (REAP)	Chapter 35 Dependents Educational Assistance (DEA)	Chapter 31 Vocational Rehabilitation

Are you currently on active duty? Yes No

Have you attended any other college, school, or training establishment? Yes No (skip to next block)
 If yes, how many total units have you completed? Semester Units: _____ Quarter Units: _____

Have you used your Veteran's educational benefits previously? Yes No (skip to next block)
 If yes, at which school did you use them most recently?
 If yes, and you were not at AHC, have you completed a *Request for Change of Program or Place of Training* form?
 Yes, form completed and submitted online Yes, signed form is attached or previously submitted No
 Note: Certification will not be processed if *Request for Change of Program or Place of Training* form has not been completed

Are you enrolled concurrently at another institution? Yes No (skip to next block) If yes, what is the name of the institution?
 If AHC is not the school where you plan on receiving your degree, you must have a Letter 315 (parent-school letter) sent from your degree-granting institution. Have you requested that letter from your other school?
 Yes No (Note: Certification will not be processed until parent-school letter is received)
 If AHC is the school where you plan on receiving your degree, you must request a Letter 315 (parent-school letter) be sent from the AHC Financial Aid/Veteran's office to the other school you are currently attending.

Requesting Certification for Semester/Year: Fall ____ Spring ____ Summer ____ Other: ____

*****You will only be certified for courses listed on your Student Education Plan (SEP)*****

CRN#	Campus	Start/End Dates	Subject & Number	Length (weeks)	Units
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

READ CAREFULLY BEFORE SIGNING:

1. I have read and I fully understand my responsibility to the Veterans Administration and to Allan Hancock College to maintain satisfactory attendance and progress standards as outlined in the Veterans Bulletin and the Allan Hancock College Catalog. I have received a copy of the Veterans Bulletin.
2. I fully understand my responsibilities to notify the Allan Hancock College Veterans Affairs Office of any changes in my educational status, (increase/reduction of units) and that documentary evidence must accompany mitigating circumstances.
3. I assume full financial and legal responsibility for the appropriateness of courses to my program. I also understand that I cannot repeat any course for VA pay unless specifically approved in advance of registration.
4. I authorize the Allan Hancock College Veterans Affairs Office to disclose information necessary to the development of my claim and educational benefits to the Veterans Administration and/or to the County Veterans Service Office.
5. I have read and fully understand the Privacy Act of 1974 (Public Law 93-579) (Allan Hancock College Veteran's Bulletin)
6. I have on file or have requested all previous transcripts from all educational institutions attended including military evaluation.
7. I understand to be certified I must have a Student Education Plan (SEP) in my file.
8. I understand that VA assistance is not authorized for any course in which I am receiving reimbursement in whole or part under any other provision of the law where the payment would constitute a duplication of benefits from the U.S. Government (Active Duty Tuition Assistance, Government Employees' Training Act, Department of Health and Human Services, etc.)
9. Forms should be submitted immediately after registering. Forms should be turned into the Financial Aid/Veteran office a minimum of 30 days prior to the start of a semester/term. If turned in any closer to the start of a semester/term processing time may be delayed.

Signature: _____

Date: _____

ADVANCE PAYMENT (not available for Chapter 33 students at this time): *If you would like to request advance payment, the request must be submitted to the Allan Hancock College Veterans Affairs Office at least 6 weeks prior to the beginning of the term to allow time for processing. You must be officially enrolled in your courses (no wait list courses will be certified). If you were receiving benefits for the previous term/semester, you are not eligible to receive advance pay.*

Please note that if advance pay is approved, you will receive your first month's benefit in advance of the beginning of the semester, but your next payment will not be made until after the end of the second full month of the term. For example, students attending Fall, semester-length courses will receive a payment for August and September prior to the beginning of classes, but their next payment will not arrive until after October.

If you have read and understand the above statements regarding advance pay and it is at least 6 weeks prior to the start of the term and you would like to request advance payment, please sign and date below:

I request advance payment: _____

Date: _____

Staff Use Only

Ch. 33 Credit Hours:

Distance Hours:

R/D Hours:

Tuition:

Fees:

Comments: _____

In addition to your Veteran's benefits, Federal and state financial aid may also be available. You can apply online at www.fafsa.gov or check with the Financial Aid/Veteran's Affairs Office for additional information.