



Veterans Request for Benefits

You must complete this form every semester in order to receive VA benefits from MCC

STUDENT INFORMATION

Personal Information

Full Name: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Home Phone: () _____ Alternate Phone: () _____

E-mail Address: _____

SSN: _____ Student ID #: _____

Enrollment Information

Degree Program: _____

If your degree program / school has changed please fill out a VA Form 22-1995 / 22-5495

Term / Year: Fall ___ Winter ___ Spring ___ Summer I ___ 8 Week ___ Summer II ___

List Class Schedule:

Class	Credit Hours	On-line? (yes or no)	Tuition	Fees

Chapter of Benefits

- | | |
|---|---|
| <input type="checkbox"/> CH 30: Montgomery GI Bill (MGIB) | <input type="checkbox"/> CH 35: Survivors and Dependents Benefit |
| <input type="checkbox"/> CH 31: Vocational Rehabilitation | <input type="checkbox"/> CH 1606: National Guard / Selected Reserve |
| <input type="checkbox"/> CH 32: VEAP | <input type="checkbox"/> CH 1607: Selected Reserve Active Duty |
| <input type="checkbox"/> CH 33: Post – 9/11 GI Bill | |

History of your VA Benefits

Is this your first time using your VA Educational Benefits or the **NEW** Post - 9/11 GI Bill?

If **NO**, last year and term: _____ Last College attended: _____

If **YES**, then did you:

- | | | |
|--|------------------------------|-----------------------------|
| Complete a paper application? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Complete an online application? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Receive your Certificate of Eligibility (COE)? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Advance Payment

- Please check the box, if you would like to receive Advance Pay. In order to qualify you must be:
- Enrolled in classes
 - Have your paperwork submitted 31 days prior to the start of classes
 - Cannot have received benefits the semester prior



Veterans Standards

1. Processing of paperwork – Your paperwork will take anywhere from 2 to 8 weeks to process through the Department of Veterans Affairs. Therefore, please allow a minimum of 8 weeks after certifying with us before checking back regarding your monies. *Nothing is automatic; you must contact the MCC VA office every semester.* The likelihood of a gap in payment will decrease the sooner that you are enrolled and complete all necessary VA paperwork. (Initial) _____

2. Degree Plan – In order to receive VA Educational Benefits the classes must go toward the current degree program on file with the VA. Failure to enroll in courses or pre-requisite courses that go toward your current degree program will not be certified. In order to change degree programs a VA form 22-1995 / 22-5495 must be completed and submitted to the MCC VA office; failure to do so will result in delays in payment. (Initial) _____

3. Changes – As required by law, all changes must be reported to our office immediately. Changes include name, degree, programs of study, and any class schedule changes. Withdrawing from classes during or after a semester can create an overpayment. (Initial) _____

4. Transcripts – Official transcripts must be sent to MCC Veterans Services Office. Failure to send transcripts may result in interruption in Veterans Education Benefits. (Initial) _____

5. Probation and Disqualification – In order to receive VA Educational Benefits with MCC you must maintain a 2.0 GPA. In the event that you fall below a 2.0 GPA you need to meet with the academic advisor in the VA office in order to maintain eligibility for your VA Educational Benefits. (Initial) _____

6. Book Vouchers – If you are receiving Veterans Benefits: you are allowed to get a book voucher from the MCC VA office which can be used at the Red Mountain or MCC bookstore. This book voucher allows you to get your books on credit and pay the school later. Payments are made to the cashier's office and must be paid in full before enrolling in the next semester. (Initial) _____

Deferment of Fees

New Tuition Due Date: _____

I am fully aware that if I have applied for Veteran Benefits it is my responsibility to contact the Veterans Services Office at MCC at least one week prior to the above extended tuition due date to determine the status of my aid and/or what options I have, if any, for payment.

I also acknowledge it is my responsibility to insure my tuition and fees are paid in full by the aforementioned date. If payment is not made by the above date, I may be dropped from all classes for nonpayment. Reinstatement in those classes will be at the discretion of Records and Registration Office under their prescribed policies and procedures.

I promise to immediately pay MCC any and all amounts of my tuition and fees which have been deferred on my behalf if my Veterans Benefits are suspended, cancelled, or otherwise not available.

This document is not a guarantee that I will receive any Veteran Benefits or that the determination will be completed by the above date.

I agree to attend each and every class, understanding **my benefits are based on 'seat' time**. If I fail to attend classes after registering, I acknowledge that I will still be held responsible for payment of any and all costs including tuition and fees.

If I am a student receiving Chapter 33 / Post – 9/11, I acknowledge that I have turned in my Certificate of Eligibility (COE) indicating my percentage and I agree that I will be responsible for the difference in tuition/fees depending on that percentage.

Student Signature: _____ Date: _____

Employee Signature _____ Date: _____