



VETERANS EDUCATION & TRAINING SERVICES

School Certifying Officials	
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VA Education Benefits- RCCC New Student Form

Last: _____ First: _____ Phone: _____

Address: _____ City: _____ State: _____ ZIP: _____

VA File#: _____ SSN: _____ DOB: _____

Major: _____ Email: _____

Benefits Chapter (1-888-442-4551) Please circle: **30** **31** **33** **35** **1606** **1607**

1. Have you applied for VA education benefits? Please circle: **Yes** **No**
If no, complete an application for benefits VA Form 22-1990 at <https://www.vets.gov/> or <https://www.ebenefits.va.gov>

2. Have you ever used VA education benefits at another college? Please circle: **Yes** **No**
If yes, you must submit VA Form 22-1995 at http://www.va.gov/vaforms/form_detail.asp?FormNo=22-1995

**Chapter 35 and Fry Scholarship students must complete VA form 22-5495*
<https://www.vba.va.gov/pubs/forms/vba-22-5495-are.pdf>

3. Are you currently on active duty? Please circle: **Yes** **No**

The following forms need to be submitted to your SCO before benefits can be certified:

- _____ **Certificate of Eligibility (received after applying for benefits)**
- _____ **Application for Admission**
- _____ **Your final schedule each semester**
- _____ **Official High School transcript or GED certificate if applicable**
- _____ **Official transcripts from ALL post-secondary institutions**

Please list all post-secondary institutions attended:

_____	_____
_____	_____

STUDENT RESPONSIBILITIES

Notify SCO	It is your responsibility to notify the school certifying official each semester you register for classes. Please notify the SCO as soon as possible to avoid any breaks in funding. We strongly encourage early registration.
Register for the correct classes	<ul style="list-style-type: none"> ● Classes outside your major cannot be certified ● Classes (with a passing grade) cannot be certified if repeated ● Audited classes, independent study classes, credit by exam, classes for which transfer credit has been awarded or any other classes not counting toward graduation cannot be certified
Reporting Enrollment	Chapter 30, 1606 and 1607 are required to report enrollment status on the last calendar day of each month at www.gibill.va.gov/wave/index.do or 1-877-823-2378.
Enrollment Status	<p>For normal Fall and Spring terms, full time VA benefits will be paid if enrolled in 12 or more credit hours. For summer or any other non-standard term, the VA will compute payments based on hours and term length.</p> <p>Chapter 33 students only: A reduced amount of BAH will be received if enrolled exclusively in virtual courses (online/telecourses/hybrid).</p>
Attending Class	You must attend class to receive VA education benefits. It is your responsibility to immediately notify the SCO if you add or drop a class, withdraw from school, or stop attending for any reason. Students may be responsible for overpayments resulting from any of the above listed changes.
Satisfactory Academic Progress	You must meet the RCCC and North Carolina State Approving Agency standards of progress, meaning you must maintain a cumulative GPA of 2.0 or higher. You may not be certified for VA benefits beyond two consecutive terms while below the standards of progress. If you have extenuating circumstances, you may have the option to appeal.
Changing Majors	If you change your program you must complete a program change form and notify your SCO. Failure to do so could delay your benefits.
Tuition	<p>You are required to pay all charges at the time of registration. The Department of Veterans Affairs will make payments of education benefits directly to you as long as you have entitlement.</p> <p>Note: Chapter 33(Post 9/11 GI Bill) and Chapter 31(Vocational Rehabilitation) may be exceptions.</p>
Graduation	Students are required to notify their SCO at the beginning of the semester they intend to graduate. If needed, students may “round out” their final term and take a class outside their major to be considered full time.

For more information about benefits including housing allowance, book stipend, etc., visit the GI Bill website at: www.gibill.va.gov/resources/benefits/resources. You may also apply for financial aid at www.fafsa.gov. Please make sure to add RCCC’s school code- 005754.

I have read the information on both sides of this form and understand my responsibilities:

PRINTED NAME

SIGNATURE

RCCC STUDENT ID#

DATE