



<u>School Certifying Officials</u>	
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## VA Education Benefits- RCCC New Student Form

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

RCCC Student ID#: \_\_\_\_\_ SSN: \_\_\_\_\_ DOB: \_\_\_\_\_

Please select which education benefit you will be using:	
<input type="checkbox"/> <b>Chapter 33: Post/911</b>	<input type="checkbox"/> <b>Chapter 30:MGIB -Active Duty</b>
<input type="checkbox"/> <b>Chapter 31: VR&amp;E</b>	<input type="checkbox"/> <b>Chapter 1606: MGIB- Selected Reserve</b>
<input type="checkbox"/> <b>Chapter 35: Survivors &amp; DEA</b> (Please provide VA File & Payee #): _____	

**1. Have you applied for VA education benefits?**       Yes       No

*If no, complete an application at: <https://benefits.va.gov/gibill/>*

**2. Have you ever used VA education benefits at another college?**       Yes       No

*If yes, submit a Request for Change at: <https://www.va.gov/education/change-gi-bill-benefits/>*

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

Please list all post-secondary institutions attended:


<b>Checklist:</b> The following must be submitted before benefits can be certified	
	Certificate of Eligibility (received from VA after applying for benefits)
	RCCC Application for Admission / RDS -Residency Determination
	Notification of final schedule each semester
	Official High School transcript or GED certificate if applicable
	Official transcripts from <u>ALL</u> post-secondary institutions

## STUDENT RESPONSIBILITIES

<b>Notify SCO</b>	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. You can email or drop off a copy of your schedule. <a href="https://www.rccc.edu/recordsregistration/registration-dates/">https://www.rccc.edu/recordsregistration/registration-dates/</a>
<b>Register for the correct classes</b>	<ul style="list-style-type: none"> <li>• Classes outside your major cannot be certified</li> <li>• Classes (with a passing grade) cannot be certified if repeated</li> <li>• All online remedial courses cannot be certified (examples: MAT 003, MAT 071, ENG 002)</li> <li>• 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</li> </ul>
<b>Reporting Enrollment</b>	<b>Chapter 30, 1606 and 1607</b> are required to report enrollment status on the last calendar day of each month at <a href="http://www.gibill.va.gov/wave/index.do">www.gibill.va.gov/wave/index.do</a> or 1-877-823-2378. <b>Chapter 33(Post-9/11)</b> who receive MHA and/or kicker payments are required to verify via text or email. Questions: 1-888-GIBILL-1 (1-888-442-4551). <a href="https://benefits.va.gov/gibill/isaksonroe/verification_of_enrollment.asp">https://benefits.va.gov/gibill/isaksonroe/verification_of_enrollment.asp</a>
<b>Enrollment Status</b>	For standard Fall and Spring terms, full time VA benefits will be paid if enrolled in 12 or more credit hours. Minimester enrollment may affect enrollment status. For summer or any other non-standard term, the VA will compute payments based on hours and term length.  <b>Chapter 33 students only:</b> A reduced amount of BAH will be received if enrolled <b>exclusively</b> in virtual courses (online/telecourses/hybrid).
<b>Attending Class</b>	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.
<b>Satisfactory Academic Progress</b>	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.
<b>Changing Majors</b>	If you change your program you must complete a program change form and notify your SCO. Failure to do so could delay your benefits.
<b>Tuition</b>	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 if you have entitlement.  <b>Note: Chapter 33(Post 9/11 GI Bill) and Chapter 31(Vocational Rehabilitation) are exceptions.</b>
<b>Graduation</b>	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© <https://benefits.va.gov/gibill/> website. You may also apply for financial aid at [studentaid.gov](http://studentaid.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:**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE