



Office of Veterans Services

Class Certification Request

Semester: FALL 20____ WINTER 20____ SUMMER 20____

Name: _____ Student ID: _____

Telephone: _____ Social Security Number: _____

VA Benefit Chapter:

- Chapter 30-Montgomery GI Bill
- Chapter 31-Readiness & Employment
- Chapter 1606-Selected Reserves*see 2nd page
- Chapter 33-Post 9/11*see 2nd page
- Chapter 33-Fry Scholarship
- WAWF TA-Navy, Marines, Coast Guard
- Chapter 35-Survivors/Dependents
- CVTG-State of Michigan Grant
- MING-STAP-Mich. Army/Air Ntl. Grd.

Student Status:

- New Student (first semester at SC4)
- Current Student
- Returning Student (last attended SC4 more than 1 year ago)
- Guest Student from _____ (name of college/university)

Name of Academic Program: _____

I have filled out a request for multiple programs

Course Name	Online (Y/N)	Explain if there is an In-person component for an Online Class	Credits	Repeat (Y/N)
Example: MTH 110 60	Y	4 Proctored Tests	4	N

Graduating this semester I have applied for graduation

Carefully read and sign:

I hereby acknowledge that I have been informed that as a person claiming benefits under Title 38, United States Code, I am required to report to the Veterans Administration through the college's Office of Veterans Services any withdrawals, credit hour increases, credit hour reductions or any other changes in my institutional status. **I understand that only courses that are required for my degree(s) and are not repeats with a passing grade will be certified.**

*If name is typed on signature line, this completed form must be returned to the Office of Veterans Services via your @student.sc4.edu account. (Email the completed form to nrfarley@sc4.edu.) You may choose to complete the form up to the signature line, print the form, sign it, then submit it.

*Student signature: _____ Date: _____

Post-9/11 GI Bill® (Chapter 33) benefit requirements due to PL 116-315 Isakson & Roe Act of 2020

Each Chapter 33 student (or TOE student) must initial next to each statement below indicating the signing student understands their potential financial liabilities to the VA, the self-certifying monthly requirement, and potential financial liabilities to St. Clair County Community College.

____ **Section 1010. Verification of enrollment to receive Post-9/11 GI Bill® Educational Assistance benefits**

Creates a dual certification for the receipt of Post-9/11 GI Bill® benefits. The school will certify the student's enrollment after the add-drop date, and then each month thereafter, the student is required to electronically verify with VA their continued enrollment in that school. If a student fails to certify for two consecutive months, VA will withhold monthly housing allowance payments until the student certifies. Effective: August 1, 2021.

- If a student registers for a class **but never attends**, the SC4 School Certifying Official (SCO) will terminate the student's registered classes with the VA. The college (SC4) will then bill the student directly for the classes. Any money the student was sent by the VA for books and housing, the VA will require the student to return.
- Students have to **call the Education Call Center (ECC)** at **888-442-4551** to self-certify that they are meeting the attendance requirement if they are unable to opt-in to the text messaging system.

____ **Section 1019. Overpayments to eligible persons or Veterans**

This section adds a requirement that schools and training programs be financially responsible, instead of the student, for benefits paid directly to an educational institution pursuant to the Post-9/11 GI Bill® for tuition and fees or the Yellow Ribbon program, and advance payments of initial educational assistance, without consideration of whether the overpayment was the result of the willful or negligent failure of the school. Effective: January 5, 2021.

- If a student stops attending or withdraws at any time during the semester, the SC4 SCO will reduce the student's registered hours or terminate the semester, whichever is appropriate. Any tuition funding that was sent to SC4 will be returned to the VA, and at that time the college (SC4) will bill the student directly for the amount that was returned to the VA. The student will be contacted by Debt Management to return any book or housing funds that were sent by the VA to the student.
- If this is the first time you've withdrawn from classes, provide a mitigating circumstance for the SCO to submit to the VA.

____ I understand benefits may be terminated by the VA for unsatisfactory conduct and/or academic conduct.

____ I understand that this form must be completed each semester/term to receive benefits.

____ I understand that I, the student, am responsible for any and all charges not covered by the VA and must make arrangements with the school for payment by the due date, which in some cases may be at time of registration.

____ I understand that by submitting this request form, it is my responsibility as the student to keep track of my eligibility, and I verify that I am currently eligible for benefits. Should the VA deny my claim for any reason it will be my responsibility to make payment arrangements with the SC4 Business Office.

Chapter 1606 Benefit Students

____ I understand that if I receive CH 30: MGIB-Active Duty or CH 1606: MGIB Selected Reserve benefits, I will verify my attendance each month with the VA through W.A.V.E.: <https://www.gibill.va.gov/wave/index.do>

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***Student signature:** _____ **Date:** _____