



Veteran's Enrollment Data Request

This form is to be completed every semester

Semester: ☐ Spring ☐ Summer ☐ Fall ☐ Winter Year: 20_____

Last Name: _____ First Name: _____ MI: _____

Gavilan ID: G00 _____ SSN: _____ VA File #: _____

Email: _____ Phone: _____

Student Status:

- ☐ Continuing Gavilan Student ☐ New Student at Gavilan College
☐ Guest Student, parent school: _____

Which GI Bill?

- ☐ Ch 33 – Post-9/11 _____ %
☐ Ch 30 – MGIB
☐ Ch 31 – VocRehab
☐ Ch 35 – Depen. Edu. Assist.
☐ Ch 1606 – MGIB-SR
☐ Ch 1607 – Res. Edu. Assist.

Veteran Status

- ☐ Active Duty
☐ Reservist
☐ Veteran
☐ Retired
☐ Dependent

I applied for FAFSA (Financial Aid):

- ☐ Yes
☐ No, but I will
☐ No

What is your major? _____

Degree Objective: ☐ AA ☐ AA-T ☐ AS ☐ AS-T ☐ CA ☐ CP

Police Academy Sponsor: _____ for ☐ Tuition ☐ Material Fees or ☐ Both?

Only classes listed on your Gavilan Student Educational Plan will be certified for benefits.

Add or Drop	CRN	Subject	Course	Units	Campus	Start/End Dates
Add	12345	MATH	1A	3.0	G	8/26/2019 – 12/14/2019

Total Units:

Campus Codes: G – Gilroy; M – Morgan Hill;
C – Coyote; H – Hollister; OL – Online

I understand it is my responsibility to immediately notify the Department of Veterans Affairs and the Gavilan College Certifying Official of any change to my class schedule. I accept personal responsibility for any overpayments made and I agree to refund such overpayments promptly to the VA.

Signature

Date

Submit this form to the Gavilan College Certifying Official, **Molly Howe**, in person or via email **mhowe@gavilan.edu**.



Veteran's Benefits Statement of Responsibility

This agreement is to be completed every semester

While attending Gavilan College, it is your responsibility to comply with the following guidelines. This list is a combination of Department of Veterans Affairs regulations and college policies, but is not all-inclusive.

Last Name: _____ First Name: _____ MI: _____

Gavilan ID: G00 _____ SSN: _____ VA File #: _____

I understand that I have the following obligations while attending Gavilan College and receiving VA Education Benefits:

1. APPROVED COURSES: The only courses that may be approved for VA Education Benefits are those required for the degree objective and that have not previously been successfully completed. Refer to your Education Plan and/or Academic Counselor to ensure all classes are applicable towards our objective. Deviations from the required classes must be approved by an appropriate individual authorized to make substitutions. Initials: _____

2. SCHEDULE ADJUSTMENTS: Federal law requires any changes in enrollment status that *may* affect VA Education Benefits be reported. Any changes to your class schedule (i.e. adds/drops) *may* have an impact on your VA Education Benefits. If you change your schedule, notify the Gavilan College Certifying Official ASAP to avoid possible retroactive loss of benefits. Unauthorized withdrawal from courses *may* result in retroactive loss of benefits and a potential debt to the VA and/or College. Initials: _____

3. ACADEMIC PROBATION: Students placed on academic probation may continue to utilize VA Education Benefits for *not more than two (2) semesters*. If the academic probation is carried into a third semester, the student will not be certified for VA Benefits. Students that are on or facing academic probation should contact Dewitt Stuckey, the Academic Counselor, for possible resources to improve their academic progress. Initials: _____

4. CHANGE IN MAJOR: If you change your major, you must provide the Gavilan College Certifying Official with a signed copy of the VA Form 22-1995 (VA Form 22-5495 for Ch. 35). Initials: _____

5. PAYMENTS/REFUNDS: If you are not rated at 100% under the Post-9/11 GI Bill, your portion of the tuition and fees must be paid by the schedule adjustment deadline each semester. If you pay tuition and fees that are then covered by the GI Bill, your refund will be processed in accordance with Gavilan College policy and will be refunded only after payment is received from the VA. For additional information, contact the Gavilan College Financial Aid office at (408) 848-4727. Initials: _____

6. REMAINING ENTITLEMENT: To avoid possible overpayment by the VA and additional unexpected costs to the student, all VA Benefit users (especially Post-9/11 GI Bill [Ch. 33]) are encouraged to keep track of their remaining entitlement. The information is sent each semester to the student by the VA or can be obtained from ebenefits.va.gov or by calling the VA GI Bill Hotline at (888) 442-4551. Initials: _____

ACKNOWLEDGEMENT:

I am aware of and understand my responsibilities in using my VA Education Benefits Initials: _____

I request to be certified for _____ units for the _____ term Initials: _____

Signature

Date

Submit this form to the Gavilan College Certifying Official, **Molly Howe**, in person or via email mhowe@gavilan.edu.