



REQUEST FOR CERTIFICATION OF ENROLLMENT FOR VA BENEFITS

**** Please complete with black or blue ink ****

Please submit form to the Financial Aid-VA Office (fax: 843-347-2962, email: Windi.Burgess@hgtc.edu). To ensure timely processing of your VA Benefits please enroll in classes early and complete this form as soon as possible **after** registering. **This form must be completed and submitted each semester of your enrollment at HGTC if you are using VA benefits or you will not be certified and will not receive benefits.** Call 843-349-7549 with questions.

STUDENT INFORMATION

This form is: The Initial Form for Semester An Updated Form (Reporting Changes in Enrollment)

Name: _____ **HGTC ID#** _____
Last First M.I

Program of Study: _____

VETERANS EDUCATION BENEFITS FOR WHICH YOU ARE APPLYING (check one)

- Ch. 30 Montgomery GI Bill
- Ch. 31 Voc. Rehabilitation
- Ch. 33 Post 911-GI Bill
- Ch. 1607 REAP
- Ch. 1606 Montgomery GI Bill- Selected Reserve
- Ch. 35 Dependent

ENROLLMENT INFORMATION

Is this your first time using VA benefits at HGTC: Yes No

Requesting Certification for Semester: _____ **Year:** _____ **Credit hours for the semester:** _____
(Fall, Spring or Summer)

ALL classes are graduation requirements in my major: Yes No

Per VA requirements, classes not listed in HGTC's course catalog as required for your major, or allowed as elective courses in that major, cannot be certified to VA without a petition through degreeworks, submitted by your advisor or professor.

Have you **changed majors** at HGTC since your last certification? Yes No

If yes, provide a copy of the change of major form from admissions to the VA Coordinator.

Note: Our role in veteran certification at HGTC is to assist you in pursuing your educational and professional objectives. We are available to answer questions about Veterans' educational benefits, certify enrollment with the Department of Veterans Affairs, and monitor student degree plans and academic progress; however VA is the final authority on disbursement of funds. Please note that the certifying officials at HGTC are not VA employees. We work to ensure that the regulations of the VA are satisfied. We have no authority to make judgments regarding benefit status. Please refer to the VA website for additional information regarding your educational status.

Signature: _____ **Date:** _____