

SUNY Adirondack Office of Records and Registration

ADDRESS: 640 Bay Road, Queensbury, NY 12804 | CALL: 518.743.2279 | FAX: 518.832.7601 | EMAIL: veteransco@sunyacc.edu

Request for Certification of Veterans Education Benefits

Veteran Education benefits are certified on a term to term basis. Student Veterans or dependents of a veteran must submit a Request form each semester they wish to utilize benefits and submit to the Office of Records and Registration/SCO.

Benefit Certification Semester Requested: Summer Fall Winter Spring **Year:** _____

Student Name: _____ **Banner ID:** _____

Permanent Address (Street, City, State, and Zip): _____

Contact Phone (including area code): _____

Social Security Number: Your Social Security Number is required for certification. The number provided in your SUNY Adirondack Banner student account will be used for certification. To confirm this information, please contact our office.

Military Status: Veteran Dependent/Spouse of a Veteran Reserve/National Guard/Active Duty

Check the VA Benefit Program you are using:

CH30 (Montgomery GI Bill – Active Duty) CH31 (VOC Rehab) CH32 (Post Vietnam Vet)

CH33 (Post 9/11 GI Bill)

CH35 (Widow/Child). If CH35, please provide the veteran's VA file number: _____

CH1606 (Reserve/Guard) CH1607 (REAP)

Length of Service: _____

Have you requested that your official Joint Services Transcript (Army, Coast Guard, Navy, and Marines) or Community College of the Air Force transcript be sent to the Office of Records and Registration? Yes No

Have you applied for Financial Aid (FAFSA, TAP, Excelsior, etc)? Yes No, but I plan to No, I do not plan to

Is SUNY Adirondack your primary institution? Yes No, please provide your primary institution: _____

Veteran Benefit Certification Agreement: I understand that my registration and student status have a direct impact on my benefit eligibility. I will report any registration changes (add, drop, withdrawal, etc.) and address/phone or major changes to the certifying official. If I am receiving Chapter 33 (Post 9/11) benefits and I make changes to my schedule, it may affect my housing allowance. I need to notify the certifying official of any class changes immediately, as these changes could result in a delay of payments. A grade "W" may result in reduced payment from the VA. Classes scheduled to meet for less than the normal semester term dates may be paid at a different rate based on the number of credits and the length of the class. Repeated classes for which I have received a passing grade cannot be certified to the VA. Only courses which satisfy graduation requirements will be certified. (*Except in special circumstances.)

If I fail to comply with the above, it can result in an over or under payment of benefits. VA will hold me responsible for over payment of my education benefits. I am responsible for enrollment and parking fees. The VA will certify claims in the order received. Omitted information can result in delays. I know I must complete a new Veterans Certification Request form for each semester for which I wish to receive benefits.

Student Signature: _____ **Date:** _____

Office Use Only:

COE on file: Yes No **Certification Semester:** Summer Fall Winter Spring **Year:** _____

Number of Credits Certified: _____

Number of Credits Not-Certified and Reason Why: _____

Certified in VA Once Date(s): _____

Notes: _____