





HOLMES COMMUNITY  
COLLEGE

# VA Guidelines

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Student ID: \_\_\_\_\_ SSN: \_\_\_\_\_

It is my responsibility to verify I have met all Admissions and VA requirements before my enrollment certification can be sent to the VA Regional Office to begin benefits. This includes: completing the application for admission, submission of all official transcripts including all previously attended colleges and universities whether VA benefits were utilized or not, official high school transcript or its equivalent, official military transcript, and certification of eligibility (COE).

A recertification form **MUST** be submitted each semester to the VA office to continue benefits.

Payment for a short-term class will only be for the period in which the class is in session.

Benefits are for approved programs **ONLY**. VA benefits can't be used "just to take courses." All courses must be required and listed on the degree plan, unless otherwise discussed with program advisor with documentation. Academic progress must be met each semester toward a program degree.

I will be responsible for charges for courses not required in my degree plan.

The VA will send a confirmation to my student email once certification is complete.

I must report any changes in enrollment (additions, audits, withdrawals, etc.) to the School Certifying Official ASAP. Failure to report changes may result in a debt, for which I am responsible.

The Department of Veterans Affairs will not pay for repeated courses which a grade of "D" or better has been previously assigned unless the program requires a "C" or better for acceptance.

I will not be certified for any remedial classes (Beginning English, Beginning Algebra, etc.) taken online or as hybrid. Therefore, I also understand that I am responsible for any charges for online/hybrid remedial courses.

Once the requirements for the Associate of Arts Degree have been met, VA will no longer pay for academic courses.

By signing below, I am indicating that I have read and fully understand all of the information above.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_