

Veterans Certification/Decertification Form

Please complete the following information, please allow 1 to 2 weeks for processing.

		Previous Schools Attended:	Year:
VA File Number (SSN#)	Student ID#		
First Name	MI		
Last Name			

Have you changed your address in the last 6 months?

Yes

No

If **YES**, please provide current address below:

Street Address

City State Zip

Units cannot be submitted to the VA until a copy of your DD-214 (member 4) has been submitted to your Certifying Official and official transcripts from all other schools (if applicable) have been submitted to the Admissions and Records Office.

Semester for which you will be registering and require VA benefits:

Year

Fall _____

Spring _____

Summer _____

Are you currently on active duty?

Yes

No

Please CERTIFY/DECERTIFY me (circle one).

Please list courses you are enrolled in and wish to be certified for and/or list courses you have dropped and wish to be decertified for below:

Course Name	Course #	Unit Amount
<i>Example: ENGL</i>	<i>IA</i>	<i>3</i>

In order to receive Veterans benefits through Columbia College, please carefully read the following:

- It is my responsibility to notify the Veterans Services Office by submitting a Veterans Certification/Decertification form each semester.
- I must notify my Certifying Official within 15 days of dropping or failing any courses previously certified.
- I must submit all transcripts from previous schools to the Admissions and Records Office.
- I must submit a copy of my member 4 DD-214 to my Certifying Official before I can receive benefits.
- I must submit a copy of my Educational Plan to my Certifying Official within my first semester of attendance.
- I understand that I am responsible for any payments not covered by the VA.

NOTE: A change to your registration and/or attendance could result in payment changes.

I have read and understand the terms above regarding my Veterans benefits at Columbia College.

Signature: _____

Date: _____