

Veterans Checklist

(Return to the College Veterans Office)

To assist us in submitting your enrollment certification in a timely and accurate manner, please provide the information requested below. **You must submit a Veterans Checklist each semester.**

Name _____	VA # (Chapter 35) _____
Address _____ _____	SS # _____ Phone _____
E-Mail Address _____ (_____) This is a new address.	Certification requested for: Fall _____ August Spring _____ January Summer _____ June
_____ Continuing WI GI Bill Tuition Remission (if so, you do not need to fill out the rest of the form. Sign and date.)	

Current Approved Program _____

Changing Program to _____ (A **Change of Program Form** must be completed.)

Have you attended another institution of higher education? Yes _____ No _____

Transfer and advanced standing credits from previous programs or schools have been awarded. Yes _____ No _____

Academic transcripts **have been** requested. Yes _____ No _____

Training time (credit/hour load) for above semester(s):

_____ Associate Degree Credits

_____ Technical Diploma Hours

Associate Degree	
Benefits	Credits
Full-time	12 or more
Three-fourths	9-11
One-half	6-8
Less-than-one-half	5 or less

ADVANCE PAY must be requested in writing at least **30 days before the start of the semester.**

Federal Veteran Benefits Payment Agreement

1. The payment of veteran educational benefits requires that a student is actually enrolled for and attending classes. An enrolled student is a student who has registered and paid the required fees and/or tuition as levied by the District. Veteran initially pays tuition and fees.
2. If a student receiving VA benefits drops or adds courses or fails to reenroll in a semester for which certification was requested above, it is that student's responsibility to notify the Veterans Office in Financial Aid immediately. If such changes of course load or enrollment are not reported, the student will be required by law to refund the overpayment.
3. All students are required to submit a **Change of Program Form** if they change programs. This will be forwarded to the appropriate Veterans Office to keep your records updated.
4. All students are required to maintain an overall grade point average of 2.0 ("C" average). Unsatisfactory progress will be reported to the VA according to the statements in the Moraine Park Student Handbook under **Veteran Standards of Progress and Academic Standards**. A veteran's educational benefits will be terminated due to nonattendance or nonparticipation in classes.
5. Nine-week, twelve-week, sixteen-week (evening), and eighteen-week (day) courses can only be certified for the approved number of weeks.
6. A veteran may be certified only for courses and electives required for their selected program as specified on the curriculum.

I, the undersigned, hereby certify that the above statements are true and complete. I have read the items above and do hereby understand them and will abide by them.

Date _____ Signature _____

State Benefits for Wisconsin Veterans and Their Dependents

State Veterans Education (VetEd) Reimbursement Grant: Wisconsin veterans may be eligible for partial tuition reimbursement following successful completion of full- or part-time coursework. **Pre-application must be submitted within 30 days of the beginning of the semester and the reimbursement grant application upon successful course completion no later than 60 days following the end of the course. To apply online, please go to the WDVA Web site at <https://services.dva.state.wi.us/veteran/> or visit your County Veterans Service Office for assistance.**

Wisconsin GI Bill: Wisconsin veterans may be eligible for a 50 percent waiver ("remission") of tuition for themselves and a 100 percent waiver for qualifying spouses and dependents of a Wisconsin veteran with a service-connected death or disability rating of 30 percent or greater. For additional information, eligibility criteria application and instructions, please go to the WDVA Web site at [http://dva.state.wi.us/Forms/WDVA_B0105_Wisconsin_Tuition_Programs_\(WI_GI_Bill\).pdf](http://dva.state.wi.us/Forms/WDVA_B0105_Wisconsin_Tuition_Programs_(WI_GI_Bill).pdf) or visit your County Veterans Service Office for assistance.

APPLICATION MUST BE SUBMITTED BEFORE THE 14th DAY OF THE SEMESTER.

WHITE - Veterans Office YELLOW - Student