

Term of Agreement

VA Education Benefits Certification Request

Start Date – End Date of Term

Program Name: _____

Last Name: _____ First Name: _____ Middle Initial: _____

Address: _____
Street City State Zip

E-mail: _____ Phone: _____

BENEFITS STATUS *(Please indicate the benefit you intend to utilize this semester)*☐ Chapter 30: Montgomery GI Bill®☐ Chapter 31: Vocational Rehabilitation☐ Chapter 32: Veterans Educational Assistance Program (VEAP)☐ Chapter 33: Post 9/11 GI Bill®☐ Chapter 33D: Post 9/11 GI Bill®☐ Chapter 35: Dependent Education AssistanceChapter 35 Only

File # _____

Payee #. _____

STUDENT STATUS *(check one response)*☐ Continuing Student – Last time benefits used at SDGKU: _____
(date)☐ New Student – Include: ☐ VA Benefit Coding Request☐ Educational Plan☐ Evaluation Request Form

STUDENT RESPONSIBILITIES

SCHOOL SEMESTER CERTIFICATION: Students must submit a signed "VA Education Benefits Certification Request" prior to the start of EVERY PAYMENT PERIOD/TERM. All forms submitted electronically must be submitted from your student email account. Wet signatures and digital signatures can be substituted with your typed name in all signature blocks.

VA MONTHLY CERTIFICATION: Effective August 1st, 2021, students receiving VA Education Benefits must verify their enrollment monthly by Web Automated Verification of Enrollment (WAVE) or by Interactive Voice Response (IVR) by calling 1-888-442-4551.

EMAIL ACCOUNT: You have activated and regularly check your SDGKU student email account.

CHANGE IN PROGRAM: Programs can only be changed once and can only be done so by meeting with a Veterans Education Benefits School Certifying Official to formally complete and new student application and receive a new education plan. The program will not be updated until a new student enrollment agreement is signed and submitted to SDGKU by the VA student.

APPROVED COURSES AND FEES: You must register in courses that are required for your declared educational objective. The VA only pays benefits for courses that are part of your approved degree program that have not been previously successfully completed. You are responsible for reporting all prior credit and submitting those transcripts for transfer credit evaluation. You are aware that you will be financially responsible for payment of fees not covered by the VA. This includes NON-RESIDENT tuition and fees which must be paid prior to enrolling in additional classes.

SCHEDULE ADJUSTMENT: FEDERAL LAW REQUIRES YOU TO REPORT IMMEDIATELY TO SAN DIEGO GLOBAL KNOWLEDGE UNIVERSITY ANY CHANGES IN YOUR STUDENT STATUS (i.e. Adds, Drops, Withdrawals, Incompletes, last day of attendance, or contact info). Schedule changes MUST be done by a written request in person or an email from your student email address sent to info@sdgku.edu with your name, student ID #, and requesting the change.

GRADES OF WITHDRAWAL: You must report any grades of "W" (Withdrawal), "I" (Incomplete), or "F" (Failure) to the San Diego Global Knowledge University Veterans Education Benefits School Certifying Official. VA payment to you is based on "pursuit" of your program so you must be enrolled, attending, and successfully completing your courses to be eligible for VA education benefits. All grades of W, I, or F will be retroactively reported to the VA and may result in the retroactive loss of benefits. Any withdrawals reported retroactively may result in a debt with the VA as well as San Diego Global Knowledge University. Students are required to pay back a pro-rated tuition amount for classes dropped after the drop period.

ACADEMIC PROBATION & DISMISSAL: VA regulation states students using VA education benefits must maintain graduation standards (2.0 GPA or higher). In the event you receive a cumulative GPA below 2.0, you will be placed on Academic Probation. If you remain on Academic Probation for more than two consecutive terms (fall, spring, and/or summer) without having an individual term at or above a 2.0 GPA, you will be Academically Dismissed and ineligible to use VA education benefits at San Diego Global Knowledge University for one semester before being reinstated. These VA Academic Probation and Dismissal guidelines are not to be confused with the guidelines set forth by San Diego Global Knowledge University. **Effective** Fall 2014, students placed on academic probation for a 2nd consecutive term will result in the loss of priority registration until the student is no longer on probation status.

ACKNOWLEDGEMENT OF RESPONSIBILITIES

Please Initial

_____ I, _____ have read and understand the above student responsibilities.

_____ I am aware I will be financially responsible for payment of fees not covered by the VA including Non-Resident tuition and fees.

_____ I am responsible for all VA debts resulting from reductions or termination of enrollment, even if the payment was directly submitted on my behalf.

_____ I am aware that changes in my enrollment may alter the payment the VA will award me.

_____ I request to be certified to receive my VA education benefits for this term.

_____ I have the right to request a copy of this form for my record.

Student Signature

Date

OFFICE USE ONLY

Revised: 12/08/2023