

NEW MEXICO HIGHLANDS UNIVERSITY
STUDENTS REQUESTING VA EDUCATIONAL BENEFITS MUST COMPLETE THIS FORM EVERY SEMESTER

NAME: _____
STUDENT ID: @ _____ VA FILE NO. (if applicable): _____
ADDRESS: _____
CITY, STATE, ZIP: _____
PHONE NUMBER: _____ Email: _____

DEGREE SOUGHT: _____ MAJOR _____ MINOR _____
(BA, BS, BBA, BSW, MA, MSW)

(If you are a junior or a senior, and have not filed a major/minor form, please do so this semester).

SEMESTER (to be certified) _____ HOURS ENROLLED _____

- | | |
|---|--|
| <input type="checkbox"/> Chapter 30—Montgomery GI Bill—Active Duty | <input type="checkbox"/> Chapter 35—Survivor/Dependent of a Veteran |
| <input type="checkbox"/> Chapter 31—Vocational Rehabilitation | <input type="checkbox"/> Chapter 1606—Selected Reserve |
| <input type="checkbox"/> Chapter 33—Post 9/11 GI Bill® * | <input type="checkbox"/> Chapter 1607—REAP—Reserve Educ Assistance Program |
| <input type="checkbox"/> Chapter 33TOE—Post 9/11 GI Bill® Transfer of Entitlement * | |

***Tuition & Fee amount for students receiving Ch 33 Educational Benefits will be submitted to the VA as 0 until financial aid disbursements have been posted to student account.**

- CONTINUING STUDENT, LAST SEMESTER ATTENDED: _____
- TRANSFERRING STUDENT, LIST ALL COLLEGES AND UNIVERSITIES PREVIOUSLY ATTENDED: _____
- BEGINNING STUDENT FIRST TERM IN COLLEGE

Please provide the Office of the Registrar with a copy of military transcripts for military credit evaluation.

- VA only pays for classes that are part of your major, minor, or core. Courses previously completed with a passing grade, audit, or optional course cannot be certified.
- VA will pay for a course from the day the course begins to the day the course ends. Courses taken with different beginning and ending dates will be adjusted for payment by the VA.
- Students must notify this office if a course is dropped or withdrawn and provide a last date of attendance. This date is reported to the VA and may cause an overpayment.
- Students receiving benefits under Chapter 30, 1606, or 1607 must verify their enrollment with the VA on the first day of each month by either calling 1-877-823-2378 or online at <https://www.gibill.va.gov/wave/index.do>
- All students receiving VA educational benefits must maintain at least a 2.0 GPA for Undergraduates and a 3.0 GPA for Graduate Students.
- Students are responsible for all charges incurred at the university.
- Students participating in a consortium agreement must provide a copy of their schedule to the Registrar's Office if the classes are to be certified.
- Questions concerning eligibility or payments may be directed to the VA Regional Office in Muskogee, Oklahoma at 1-888-442-4551.

STUDENT'S SIGNATURE _____ DATE: _____

Fill in all information and return to:

New Mexico Highlands University
Registrar's Office—VA Certifying Official
PO Box 9000
Las Vegas, NM 87701
Phone: 505-454-3424
Fax: 505-454-3552
Email: arcrespin@nmhu.edu

For Office Use Only:

Processed By: _____
Date: _____