

**EASTERN NEW MEXICO UNIVERSITY – ROSWELL**  
**REQUEST FOR CERTIFICATION OF VA BENEFITS**

Fall  Spring  Summer  Year: \_\_\_\_\_

**STUDENT INFORMATION**

Last Name \_\_\_\_\_ First \_\_\_\_\_ Student I.D. # \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

E-Mail Address \_\_\_\_\_

If this is a new address, you must fill out an address change form with the Admissions & Records Office in the ENMU-Roswell Student Services Center.

**EDUCATION**

Major \_\_\_\_\_ Estimated Date of Graduation \_\_\_\_\_

Please check if you have changed your major from a prior semester.

Note: The DVA requires all students to declare a major to be eligible for benefits.

**CURRENT VA STATUS**

- New VA claimant  Continuing student  Transfer student  
 Guest student (Permission to Enroll at Another Institution required)

**TYPE OF VA BENEFITS REQUESTED:**

- Chapter 33 (Post 9/11 GI Bill)  
     I am a veteran/service member  
     I am a dependent of the veteran/service member (transferred benefits)  
 Chapter 30 (Montgomery GI Bill)  
     Active Duty       Veteran  
 Chapter 31 (Vocational Rehabilitation) - please check with your VA counselor for course approval  
 Chapter 35 (Survivors & Dependents Educational Assistance)  
 Chapter 1606/1607 (Active Selected Reserves/National guard)  
 Tuition Assistance TA/ MYCAA  
     Army  Air Force  Navy/Marine/Coast Guard  Army National Guard  Air National Guard  
     I am a service member  I am a service member's spouse  
Are you requesting a TA Agreement?  No  Yes

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**STUDENT ACCOUNTABILITY: (Please Initial each statement)**

\_\_\_\_\_ I am responsible for payment of all tuition and fees that my VA benefits do not cover.

\_\_\_\_\_ I understand that I must immediately notify the One Stop Coordinator – Veterans Affairs of any changes made to my class schedule by me or anyone else under any circumstances (i.e. adds, drops, withdrawals, change of major, etc.). Failure to notify the One Stop Coordinator – Veterans Affairs may result in an overpayment of VA Benefits.

\_\_\_\_\_ I understand that **I am responsible for all debts resulting from reductions or terminations of my enrollment** even if the payment was submitted directly to the college on my behalf.

\_\_\_\_\_ I understand that I must attend all classes to the end of the term.

\_\_\_\_\_ I understand that I must submit transcript(s) from prior colleges/universities and military schools for evaluation.

\_\_\_\_\_ I understand that the VA will only pay for classes required for my degree plan. Each semester, the MC VA Coordinator verifies all veteran registered classes to confirm each class is required for that student's degree plan. I must notify the VA Certifying Official of any change to my degree plan within 24-hours of a change being made.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Notice of Public Law 115-407, Sections 103 and 104**

In accordance with the Veterans Benefits and Transition Act of 2018, section 3679(e) of title 38 (Public Law 115-407), a student who is entitled to educational assistance under Chapter 31, Vocational Rehabilitation & Employment, or Chapter 33, Post-9/11 GI Bill benefits shall be permitted to attend or participate in the course of education during the period beginning on the date on which the individual provides to the educational institution a Certificate of Eligibility for entitlement to educational assistance under Chapter 31 or 33 (a "Certificate of Eligibility" can also include a "Statement of Benefits" obtained from the Department of Veterans Affairs' website – eBenefits, or a VAF 28-1905 form for Chapter 31) and ending on the earlier of the following dates:

- The date on which payment from VA is made to the institution.
- 90 days after the date the institution certified tuition and fees following the receipt of the Certificate of Eligibility.

The University shall not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or require the student to borrow additional funds, in order to meet his or her financial obligations to the institution due to the delayed disbursement funding from VA under Chapter 31 or 33.

**Please submit the completed form to the One Stop Coordinator - Veterans Affairs in the Student Services Center or Email the form to [records@roswell.enmu.edu](mailto:records@roswell.enmu.edu)**