



Orientation Form for Veteran Education Benefits

Name: _____ Student ID _____
 Address: _____ SSN _____
 City: _____ Phone: _____ or _____
 State/Zip: _____ Email: _____
 Are you the: Veteran Spouse Child Branch: _____

Which benefit do you plan to use?

- | | |
|---|--|
| <input type="checkbox"/> CH. 30 Montgomery GI Bill | <input type="checkbox"/> CH. 31 VA Voc. Rehab. |
| <input type="checkbox"/> CH. 33 Post 9/11 GI Bill _____% | Counselor Name: _____ |
| <input type="checkbox"/> CH. 1606 MGIB | <input type="checkbox"/> CH. 35 Dependent Ed. Assistance |
| <input type="checkbox"/> CH. 1602 REAP Reserve Education Assistance VA File/Payee#: | <input type="checkbox"/> VA File/Payee#: |
| | <input type="checkbox"/> Tuition Assistance |

Have you ever used your VA Education Benefits at another college?

- Yes No

If yes, please fill out and turn in form 22-1955/22-5495 to the Military Connected Student Services Coordinator and submit your official transcripts to the Admissions Office.

Major: _____ Degree/Certificate: _____

Student Responsibilities (initial): I understand that:

	I must submit a Request for VA Certification (RVAC) for each semester I attend Labette Community College and want to use my VA Education Benefits.
	To be certified to VA for my first LCC semester, I must submit a copy of my VA benefit application or e-benefits confirmation page. I must submit a copy of my Certification of Eligibility (COE) before any future LCC semester certifications are reported to the VA.
	My classes will not be certified to the VA until all transcripts are received by the Admissions Office. I must submit all unofficial or official college transcripts before enrolling in my first LCC semester. I must submit all official and final college transcripts before enrolling in my second semester at LCC. I will not be certified to VA until transcripts are received.
	By turning in my Request for VA Certification (RVAC) form each semester, I may not be dropped from my classes. If I do not attend or officially withdraw after the semester started, I will be responsible for tuition and fees.
	Tuition and fees will not be certified to VA until the term's 100% refund deadline/census date has passed for CH 33 or any other chapter (except 31) when my enrollment is half-time or less.
	I will only be certified for classes required for my declared major. If I chose to take a class(es) that is not required for my major(s) in any semester other than my final, I am responsible for paying those tuition, fees, and book charges to Labette Community College.
	I must to notify the Military-Connected Student Services Coordinator if I change my schedule or degree plan and provide all relevant documents such as the Enrollment, Add/Drop/Withdraw form, Course Substitution, and Change of Major forms.

	It is my responsibility to check my LCC email weekly and failure to do so may result in delayed certifications or missed deadlines. I will be notified by email of any changes to my account, certifications, and Veteran Resources.
	I must meet the satisfactory academic progress requirement of a 2.0 cumulative GPA. If my GPA drops below a 2.0 the VA will be notified and this may affect my future VA benefit certifications.
	CH. 1606, 1607, AND 30 – I must certify my attendance on the last day of every month with the VA at 1-877-823-2378 or https://www.gibill.va.gov/wave/index.do and I am responsible for paying books, tuition, and fees to Labette Community College.
	CH. 35 – I am responsible for all charges to Labette Community College.
	CH. 33 – I am responsible for paying books (I will receive a book stipend from the VA) and tuition and fee charges to Labette Community College <u>if I am not eligible for 100% benefit.</u>

Do you give Labette Community College Military-Connected Student Services permission to post pictures that you may be in and/or acknowledge you in the Lounge / social media? (Examples include, but not limited to, Birthday, Graduation, Awards, and achievements).

Yes No

Your signature below indicates that you have provided accurate information to the best of your knowledge and you understand and agree to comply with all Labette Community College and VA guidelines.

Signature: _____

Date: _____