

VA Enrollment Certification Request & Drop/Add Form

Office of Veteran Affairs • OKALOOSA-WALTON COLLEGE

Name _____ SSN / File # _____

Address _____ Tele # _____

City/State/Zip _____ Circle One: Fall Spring Summer Year _____

Address Changed? If checked please notify the Dept. Veterans Affairs by phone or the "WAVE" at www.gibill.va.gov.

What is your Program of Study (Degree Program)? A.A. / A.S. / A.A.S. / Cert: _____
 (If POS is different from your last VA Certification submit VA Form 22-1995/5495 and new POS.)

If eligible, pre-certified for the academic school year? Yes No Do you graduate **THIS** semester at OWCC? Yes No

Chapter Befints: Veteran (Ch. 30) Active Duty (Ch. 30) VEAP (Ch. 32) VA Voc Rehab (Ch. 31)
 Reservist (Ch. 1606) Dependent (Ch. 35) VA Work Study?

Transient Student Dual Enrolled Student From which institution? _____

List only courses on POS you want certified.

If you have Mitigating Circumstances please provide documentation for VA.

Session Number	Course Number	Reference Number	Credit Hours

DROP		Reference Number
Course Number		

ADD		
Course Number	Reference Number	Credit Hours

I certify that I have **read** the "Notice" on the reverse side of this form and **must submit this request EVERY semester to receive VA Benefits.**

Signature _____

Date _____

An Equal Access/Equal Opportunity Institution

4/03

NOTICE TO STUDENTS RECEIVING VA EDUCATION BENEFITS

I understand that all courses must apply toward my current OWC program, and that I must report any changes to the OWC VA Office. I may also be required to submit a program change to the VA. I understand that if I do not have a current program of study on file in the OWC VA Office it may cause delay in my certification. I understand that if I withdraw from classes and receive a non-punitive grade, I could be liable to the VA for an overpayment of benefits. **You must submit this request EVERY semester to receive VA benefits.**

As a recipient of VA Educational Benefits it is your responsibility to familiarize yourself with all related information contained in the College Catalog, the Student Handbook, and other directives issued or information released by the College. Failure to meet these responsibilities can result in the loss of your educational benefits.

The OWC VA Office needs your assistance and cooperation if it is to serve you effectively.

NOTE: NOTIFY THE OWC VA OFFICE AND DEPARTMENT OF VETERANS AFFAIRS IMMEDIATELY OF ANY CHANGE IN YOUR VA STATUS. THE VA TOLL FREE NUMBER IS 1-888-GIBILL-1 OR (1-888-442-4551).