



Registrar's Office
VA Enrollment Certification Request Form

The following information must be completed (please print) before your certification can be submitted to the Regional VA Office. Consult with your Academic Advisor to verify your Schedule of Courses. Upon completion, submit this form, a copy of the *Certificate of Eligibility, 1905 or Exemption Certificate* and a copy of your paid receipt to the Registrar's Office for processing.

Year _____ SEMESTER: ☐ Fall ☐ Spring ☐ Summer I ☐ Summer II ☐ Summer III

Name _____ SUSLA Student ID# **9000**
Last First MI Maiden

Date of Birth _____ Phone Number (____) _____

Classification ☐ Freshman
Special ☐ Sophomore

Major: _____ ☐ Associate ☐ Certificate ☐ Technical Diploma Graduation Date: _____

Is this your first time requesting VA Benefits at SUSLA? ☐ Yes ☐ No

Have you received VA Benefits at any other institution? ☐ Yes ☐ No If Yes, please list: _____

E-mail Address: _____ @skymail.susla.edu

NOTE: An email address is required to receive updates about your VA benefits.

Personal E-mail Address: _____

CHAPTER: Please check the appropriate box below.

- | | |
|---|--|
| <input type="checkbox"/> 33/Post 911
<input type="checkbox"/> 30 (Montgomery GI Bill)
<input type="checkbox"/> 31 (Vocational Rehabilitation)
<input type="checkbox"/> 35 (Spouse or Dependents) VA File# _____ | <input type="checkbox"/> 1606 (National Guard, Reserve or Navy)
<input type="checkbox"/> 1607
<input type="checkbox"/> LA State Fee Exemption Certificate |
|---|--|

CRN	COURSE PREFIX	COURSE NUMBER	SECTION NUMBER	CREDIT HOURS	COURSE NAME

Your **Academic Advisor** must verify that the courses you are enrolled in leads to an Associate Degree, Certificate or Technical Diploma in the above mentioned program of study (major).

Advisor's Name (please print)

Signature

Date

The completion of this form authorizes the Veteran's School Certifying Official to certify my enrollment and provide academic record information to the Department of Veterans Affairs. I understand that I must complete this form each semester to receive benefits.

It is my responsibility to notify the Veteran's School Certifying Official if I add or drop any courses, withdraw from the University, change my major, or have any other changes in my enrollment status or registration. I may do this in person or through my student email to registraroffice@susla.edu.

I understand that SUSLA will process the VA Data Form, via "VA ONCE", after the official census date (14th class day for Fall and Spring/7th class day for Summer) of each semester.

Student's Signature

Date

Registrar's Office Use Only	
Certification Date	
Certification ID#	
Processed by:	