

VETERANS AFFAIRS FALL 2019 CERTIFICATION REQUEST FORM

Form must be completed electronically or in ink

Name (Last, First, Middle Initial)	Address (Number, Street or Rural route, and Apt#)		
Central Piedmont Student ID	Address 2		
Contact Phone Number	City	State	Zip
Have you changed your program of study since your last certification?			
NO <input type="checkbox"/>		YES <input type="checkbox"/>	
If yes, please complete the 22-1995 (Veteran & 33TOE) or the 22-5495 (Ch. 35 & FRY) and submit with this form.			
To assure timely processing, please submit this form with a copy of your current class schedule as soon as you have finished registering. Students using Chapters 1606, 30, and 35, must secure classes using financial aid, tuition assistance, scholarship, or pay for classes prior to requesting certification. If you have questions, please contact us at 704-330-6552.			

Please read and initial each statement.

	I understand that attending a 2019-2020 Veterans Affairs Annual Workshop is required prior to submitting this Certification Request form and a copy of my current schedule for Fall 2019 certification.
	I understand this Certification Request only covers Fall 2019 . I am required to submit a new Certification Request Form and current schedule each semester to continue my benefits.
	I have reviewed my "Progress" in MyCollege and understand that only courses required for graduation can be certified. Courses that are not a part of my program of study cannot be certified with VA Education Benefits.
	I understand that after requesting certification, a registration hold will be placed on my account. I am required to contact the VAEB0 to remove the registration hold so that I can make adjustments to my class schedule.
	I understand that online DMAs and DREs cannot be certified. Example (DMA 010 & DRE 097)
	I will adhere to the Central Piedmont attendance policy and the attendance policy found in each course syllabus. Changes to my schedule (drop/add/withdrawal), excessive absences (of one week or more) should be reported to the VAEB0 immediately to avoid financial liabilities. A schedule adjustment form is required to be completed for any changes made in my enrollment hours.
	I understand if my semester or cumulative grade point average (GPA) is below a 2.0, I will be on probation and will be required to schedule an On-Track meeting with a counselor in the Center for Military Families and Veterans before being certified for the next semester. While on probation, I must maintain a grade point average of 2.0 or higher to maintain satisfactory progress and continue using my VA education benefits at Central Piedmont. If my status changes to VA Suspension I am no longer eligible to be certified.
	For Chapter 1606 students only: Central Piedmont's VA Certifying Officials are not permitted to certify classes for benefits under Chapter 1606 if the student is receiving Federal Tuition Assistance for the class. This does not apply to students using NC State Tuition Assistance (NCTap).

By completing and submitting this document, I give permission to the Veterans Affairs Education Benefits Office to certify my required courses that I have confirmed by reviewing my "Progress" in MyCollege account.

Signature: _____

Date: _____

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