

## Veteran's Responsibility Form

Welcome and thank you for choosing Jackson College to use your education benefit! Before the Veterans Affairs School Certifying Official at JC can certify your enrollment with the VA this form must be signed and submitted. Listed below are the following VA recipient responsibilities. Please read carefully and then sign on the bottom. If you have any questions please contact your VA Certifying Official.

The Veteran Administration requires that all recipients of veteran educational benefits maintain academic progress toward their stated degree. Students who fail to meet Jackson College's standards for Satisfactory Academic Progress will be placed on Academic Probation or Suspension. If I fail to meet either of these two standards I will be counselled by Jackson College and informed that I have a one semester probationary period to meet these standards. Once on Academic Probation the veteran must maintain a minimum GPA of 2.0 and a completion rate of 67% per term. A student placed on Academic Probation who does not achieve a minimum semester GPA of 2.0 or 67% completion rate in the subsequent term will be placed on Academic Suspension. If I do not meet Satisfactory Academic Progress, my VA benefits at Jackson College will be suspended until I meet the aforementioned standards.

Cumulative GPA requirements and details of Jackson College's Academic Standing Policy can be found at: <http://www.jccmi.edu/financial-aid/keeping-financial-aid/>

- **Degree Program**

I understand that all classes I enroll in must qualify for the degree I am approved for. I have chosen to follow the **Select Degree Program** degree at Jackson College.

- If your degree program is **NOT** listed in the drop down menu, and you selected other please write your degree program in: \_\_\_\_\_

- **Benefit Certification Form**

I will complete a Benefit Certification Form online each semester after I register for courses, in order for the VA Certifying Official to certify my enrollment with the VA. I am aware that it can take up to 1 month (30 days) to process this form with the VA.

- **Adding and Dropping Classes**

If a class is added, dropped, or sections have been changed I will notify the VA Certifying Official through the Benefit Certification Form online. I am aware that dropping a class can create a debt to the VA from the first day of the term of the dropped course.

- **Withdrawing from a class-** I understand that if I withdraw from a class (receive a W) JC must report this grade to the VA along with my last date of attendance. This grade will not impact my GPA.
- **Stop attending a class and receive a failing grade-** I understand that if I stop attending a class and receive a failing grade JC must report this grade to the VA along with my last date of attendance. This grade will impact my GPA.

**I understand** that in either of the above situations I may be responsible for the repayment of VA benefits associated with these grades. Repayment could include book stipend, monthly housing allowance, and/or tuition and fees monies.

- **FERPA**

- I understand my rights under FERPA; however I understand that the VA, DoD, and the Military branches are exempt from this law and information can be released to them without a signed FERPA release form.

- **Shortened terms-**
  - PLEASE BE ADVISED: Since we have many shortened courses, you should be alert to the fact that the beginning and ending dates of each individual course will affect the amount of money the VA will send you for the month. I understand my VA payment is based on actual enrollment (beginning date of class rather than beginning and end date of semester.)
- **Tuition Assistance (TA) –**
  - Approved vouchers must be turned into the college before the end of the add/drop date. I understand that if I receive Chapter 33 (Post 9/11 GI Bill) and TA, the approved amount of TA will be deducted first and the remaining balance will be certified with the VA for chapter 33.
- **Pell Grant and Chapter 33 funding-**
  - I understand that if I receive the Pell Grant and Chapter 33 funding, refunds will be sent out once the 100% refund drop date has passed. This could be several weeks after the start of the semester.
- **Repeating Courses-**
  - I understand that if I repeat courses the VA may require me to repay for the initial course taken.
- **Chapters 30, 31, 35 and 1606/1607:**
  - **I understand** that if I qualify and should elect for Chapter 33 (Post 9/11 GI Bill) that this is irrevocable (cannot be switched back).
  - **I understand** that if I am eligible for Chapter 30, 1606 or 1607, I must certify my enrollment each month via Web Automated Verification of Enrollment (WAVE) by phone 877-823-2378 or via [www.gibill.va.gov](http://www.gibill.va.gov)
- **Chapter 33 book stipend-**
  - **I understand** that depending on registration and certification time line my book money may not arrive at the start of the semester so I will have to purchase books with financial aid or out of pocket.

**Circle appropriate benefit:**

**Choose an item.**

**I understand** that all email correspondence must go through my Jackson College email address.

**I understand** that it is also my responsibility to understand all aspects of my benefit. I can contact the JC Certifying Official and/or the Veteran Resource Representative, the VA (888-442-4551), or use the VA website ([www.gibill.va.gov](http://www.gibill.va.gov))

**My signature certifies that I have read and understand the above statements regarding my interest in receiving Veteran's Benefits.**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Student ID Number: \_\_\_\_\_