



V.A. EDUCATION BENEFIT REQUEST FORM (VA-EBRF)
Federal GI Bill

www.gtc.edu/va

Directions: Complete all of the information listed on both sides of this form and return it to the Student Services office each semester AFTER registering for classes for the semester you are seeking certification.

Name: _____ Date: _____

Address: _____
street city, state, zip county

Phone Day: _____ Evening: _____ Email: _____

Social Security #: _____ GTC ID #: _____

VA File # (if different than SS #) _____ Date of Birth: _____

Program/Major: _____

Have you been admitted to a program of study at Gateway? ___yes ___no

I am requesting certification for the following semester: Fall Spring Summer

How many credits are you enrolled for the semester(s) you are seeking certification? _____

Will you be graduating this next semester? Yes No

Have you submitted a copy of your DD214 to Gateway? Yes No

Have you submitted your military transcripts?

Have you submitted your certificate of eligibility?

Check appropriate status box:

- A. NEW STUDENT (Gateway is the first school that you are claiming VA Education benefits): Apply for educational benefits at https://vabenefits.vba.va.gov/vonapp/main.asp Bring this form; & your Certificate of Eligibility, & DD-214 (separation papers) or DD-2384 (Notice of Basic Eligibility) for Reserve/Guard claims to the Student Services office.
B. CONTINUING STUDENT: Check here if you attended GTC the previous semester and received VA benefits (summer attendance not required)
C. RE-ENROLLING STUDENT: Check here if your last VA claim was at Gateway, but not for the previous semester. Semester/Year?
D. TRANSFER STUDENT: From Where/Last date of attendance? (If transferring from another school, you must submit VA form 22-1995 "Change of Program/Place" to Gateway)

Please check the VA Education Benefit you are applying for: (check one) If unsure call VA at 888-442-4551

- Chapter 30 (Montgomery GI Bill) Active Duty Service dates from to
Chapter 31 (Vocational Rehab/100%disabled)
Chapter 33 (Post-911 GI Bill) - You MUST apply at https://vabenefits.vba.va.gov/vonapp/main.asp & submit Certificate of Eligibility to Gateway in order for Gateway to process this benefit
Which benefit did you relinquish when you applied for Post 9/11 benefits? (circle one) CH 30 CH1606 CH1607 NONE
Are you currently on active duty? YES NO
Did you have any buy-ups? Total Amount: Did you have any kickers? Monthly Amount:
Years of Service (circle one): Less than 3 years More than 3 years
Chapter 35 (Survivors & Dependents) VA claim # For Dependents: What is your birth order (1st child, 2nd child)?
Chapter 1606 (Reserve/National Guard)
Chapter 1607 (REAP-Activated Guard or Reserve Active Duty Service dates from to
VRAP - Veterans Retraining Assistance Program

VA EDUCATIONAL BENEFIT PAYMENT AGREEMENT

1. **The payment of veteran educational benefits requires that a student is actually enrolled for and attending classes.** An enrolled student is one who has registered and paid any required fees.
2. **You must submit transcripts of all previous coursework and military training for transfer credit/advanced standing AND file your DD214** (Certificate of Release or Discharge from Active Duty) **or NOBE** (Selected Reserve Educational Assistance Program Notice of Basic Eligibility) **with the School.**
3. **If a student receiving VA benefits drops or adds courses or fails to reenroll in a semester for which certification was requested, it is that student's responsibility to notify the VA regional office (1-888-442-4551) and the Gateway Certifying Official immediately of the change.** If changes of course load or enrollment are not reported, the student is required by law to repay the overpayment to VA. VA will withhold payment of future claims or collect debt directly from student.
4. **All students are required to submit a "Change of Program Form" (VA Form 22-1995 for Vets; VA Form 22-5495 for Survivors and Dependents) to Gateway if transferring in from another college.**
5. **All students are required to maintain an overall grade point average of at least 2.0.** (C Average) Unsatisfactory progress will be reported to the VA and will result in suspension of benefit. Veterans educational benefits will be terminated due to non-attendance or non-participation in classes. Satisfactory standards of progress can be found at www.gtc.edu/va.
6. **A veteran may be certified only for required courses** needed for their selected program as specified on the curriculum. **Elective courses are not certifiable as military transcripts will verify that you will receive 6 elective credits for completing basic training.**
7. **Chapter 30, Chapter 1606 and Chapter 1607 students** must verify their enrollment monthly on the last day of each month or within a week after by internet at <https://www.gibill.va.gov/wave/index.do> or by phone: 1-877-823-2378.
8. Students are required to purchase their own **books and supplies** with out of pocket funds except for Chapter 31. Chapter 33 book stipends are sent to the student after certification is processed by the VA.
9. Students are discouraged from making changes to their schedules after we have certified your schedule to VA. Doing so may result in an "**overpayment**" which VA will collect back from you.

I, the undersigned, have read the items above and do hereby understand them and will abide by them. My signature below indicates the information on the previous page is true and correct. I give my permission for VA representatives to review my educational records. I understand that I am responsible for paying fees and tuition (unless VA pays it directly) within the deadlines established by the school.

Signature: _____ Date: _____