

## VA Class Certification

2013-2014

Student's Name: \_\_\_\_\_ I- Number: \_\_\_\_\_

Student Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

## Class Certification Request

Semester classes you want to report to the VA (only check one, unless a semester is over):

☐ Fall 2013    ☐ Winter 2014    ☐ Spring 2014    ☐ Summer 2014**\*\*Please complete all of the following and review your official BYU-Idaho degree audit for the semester checked above. An academic advisor can assist you if you need help.\*\***Have you turned in your Certificate of Eligibility(New Students only) Yes ☐ No ☐**\*(We will not Process without Certificate of Eligibility on file or an VA application)**Are you on ROTC scholarship or in SMP: Yes ☐ No ☐Are you using DoD Tuition Assistance(Military members only): Yes ☐ No ☐Are you graduating at the end of the **semester checked above**: Yes ☐ No ☐What GI Bill chapter are you using for the **semester checked above**:Have you received GI Bill benefits at another institution? Yes ☐ No ☐First time using benefits at BYU-Idaho? Yes ☐ No ☐**\*\*If NO are you changing your major?** Yes ☐ No ☐What is your **declared major**: \_\_\_\_\_Number of credits taken for the **semester checked above**:Number of credits USED in your official BYU-Idaho degree audit for the **semester checked above**: \_\_\_\_\_Number of credits UNUSED in your official BYU-Idaho degree audit for the **semester checked above**: \_\_\_\_\_Are you taking any prerequisite courses: Yes ☐ No ☐

If you answered YES, please list classes below. List name of prerequisite courses and name of required courses as contained on your official BYU-Idaho degree audit:

NOTE: Please submit to us BYU-Idaho catalog pages (from your catalog year) that list courses as prerequisites.Will you be substituting any classes this semester: Yes ☐ No ☐

If you answered YES, please list classes below. List name of substitution courses and name of required courses as contained on your official BYU-Idaho degree audit:

NOTE: Please submit to us signed class substitution forms.

I certify that the information on this form and all attached documentation is true and complete to the best of my knowledge. I understand that **BYU-I will not begin processing the claim until the semester ADD/DROP registration deadline**. In addition, it can take **4 weeks after the class add/drop registration deadline** for Brigham Young University - Idaho to process my classes to the VA. I also understand it can take **6 weeks from the time classes are submitted for the VA to process my first payment**. **CAUTION:** I understand if I change my major or class schedule for any reason I will need to resubmit a new VA Class Certification form, this could affect my payment amounts and the processing time could take longer.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Academic Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*I have met with the student above and they are enrolled in only classes that are needed for graduation based on their current degree audit and the information listed above.\*\***