

Please complete this form and fax to the VA Coordinator at 240-567-5037 or email attachment to VA@montgomerycollege.edu. Montgomery College [MC] will not be able to “hold” you in your classes unless this form is on file along with either your Certificate of Eligibility for Ch. 33 OR your 22-1990 (VONAPP Application) and your DD-214 member form 4 – which must CLEARLY state you were honorably discharged and served at least three years in the military after September 11, 2001.

Student ID & VA File Number: \_\_\_\_\_ Semester: \_\_\_\_\_

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

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Initial each block:

Certify my class schedule for **GI-Bill Chapter 33 benefits**. I understand that: 1) The VA will pay the college a percentage of my tuition and fees if I am determined to be eligible for Chapter 33 benefits. The percentage of my tuition and fees that the VA will pay the college is based on my active service time since 9/11/2001 as determined by the VA; 2) I am responsible for paying any tuition and fees balance owed to the college if the VA does not pay 100% of my tuition and fees; 3) I am responsible for paying my tuition and fees in advance of my classes starting if I do not receive my VA *Chapter 33 Certificate of Eligibility* or have my VA form 22-1990 and DD-214 member form 4 on file to prove that I have applied for VA Benefits and have served at least three years in the military (all forms must be reviewed by MC’s VA Coordinator); 4) I must provide MC’s VA Coordinator with a copy of my VA *Chapter 33 Certificate of Eligibility* as soon as it arrives. My VA *Chapter 33 Certificate of Eligibility* will state my approved benefit percentage of payment.

I am responsible for purchasing my own textbooks each semester and the VA will award me up to \$1000.00 per year in a book allowance if I’m determined to be eligible.

I understand that the VA will pay me the monthly E-5 married BAH rate for Montgomery County as long as I register more than half-time (7+ credits) in a semester and as long as at least one of my classes is on campus. I understand that if I register for less than half-time (6 credits and under) in any semester or for all online classes, that the VA will not pay me the monthly BAH.

I understand that I must immediately notify the MC’s VA Coordinator of any changes made to my class schedule by me or anyone else under any circumstances. Changes include adds, drops, withdrawals, change of majors, etc. Failure to notify the VA Coordinator may result in me owing the VA for an overpayment. **I understand that I am responsible for all debts resulting from reductions or terminations of my enrollment even if the payment was submitted directly to the college on my behalf.**

I understand that the VA will only pay for those classes required for my degree plan. Each semester MC’s VA Coordinator verifies all classes that a veteran registers for to confirm each class is required for that student’s degree plan. I must notify the VA Coordinator of any change to my degree plan within 24-hours of a change being made.

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