ALDERSON BROADDUS UNIVERSITY CORDINATOR FORM

PLEASE RETURN COMPLETED FORM TO THE SCHOOL CERTIFYING OFFICIAL in Registrar’s Office Burbick Hall

REQUIRED TO BE COMPLETED EACH SEMESTER BY ALL STUDENTS ELIGIBLE TO RECEIVE VA EDUCATIONAL BENEFITS, ALL QUESTIONS MUST BE ANSWERED TO INSURE PROCESSING.

1. ___________________________________  2. ___________________________________
   First Name    Middle Name    Last Name    VA File Number / Social Security Number

3. ___________________________________  Phone_____________________
   Local Mailing Address
   ___________________________________   Email ______________________________
   City                         State     Zip Code

4. Applying for VA Benefits under:
   _____ Post 9/11 Veterans Educational Assistance Act of 2008 (Chapter 33)
   _____ Yellow Ribbon Eligible
   _____ Montgomery GI Bill-Selected Reserves (Chapter 1606/1607)
   _____ Montgomery GI Bill-Active Duty (Chapter 30)
   _____ VA Vocational Rehabilitation (Chapter 31)
   _____ Survivors and Dependents Educational Assistance Program (Chapter 35)
   _____ Other
   Presently on Active Duty Service: _____Yes _____No
   National Guard Tuition Assistance Contract: _____Yes _____No

5. Degree presently working for:   AA_____ AS_____ BS_____ BA_____ MS_____ 
   Major: ________________________________   ___ Check here if this is a change in Program (Major)

6. Term ___________________ 7. Credit Hours ______  Are any of these hours D/F Repeats? Yes___ No____
   If Yes, list Course Repeating____________________

8. Anticipated Date of Graduation ______________________________

IMPORTANT INFORMATION PLEASE READ BEFORE SIGNING

You must complete a VA Coordinator Form EVERY semester and summer session in order to continue receiving veteran’s benefits.

To be entitled to VA Educational Allowances, you must be satisfactorily pursuing your program of study and must be making satisfactory progresses toward completion of your educational or vocational goal as stated on your latest application with the Veterans Administration.

“I understand that any changes in the educational status, i.e., a drop in credit hours, change of program or major, grade changes, withdrawal from school (retroactive withdrawal’s or grade changes may cause overpayments that will be due from the veteran), or change of address must be reported to the Alderson Broaddus University Veteran’s School Certifying within (7) days of the change. Failure to report changes could jeopardize future enrollment certifications. I also understand that I am NOT eligible for any payments under any VA programs for credit hours not required for my degree program.”

______________________________  ________________________________  ________________________________
TODAY’S DATE                  SIGNATURE (DO NOT PRINT)                  SOCIAL SECURITY NUMBER