



Office of Veteran and Military Resources
 2155 University Avenue Bronx,
 New York 10453 Phone: (718)
 289-5447
 veterans@bcc.cuny.edu

Bronx Community College Certification Request Form

Name:

Last

First

Middle

CUNY First ID#

--	--	--	--	--	--	--	--

List your major (if it is a major change state “new major” after listing major):

State what semester you are certifying for:

Total credits registered for:

Contact Information

Address:

City, State, Zip:

Phone:

Email:

BCC email:

Are you eligible to be called to Active Duty this semester?

Will you be registering at another CUNY School via E-Permit?

Are you attending BCC as a Guest Student therefore requiring a Parent Letter? **DEPENDANTS USING**

CHAPTER 35 ONLY: VA file number? _____

Which education assistance program(s) or chapter(s) do you intend to use?

___ Chapter 30 (Montgomery GI Bill)

___ Chapter 35 (Survivors and Dependents)

___ Chapter 1606 (Selective Reserve/National Guard)

___ Chapter 1607 (Reserve Educational Assistance Program)

___ Chapter 31 (Vocational Rehabilitation)

___ Chapter 32 (Veterans Educational Assistance Program)

___ Tuition Assistance (TA)

___ Veterans Tuition Award (VTA)

___ Chapter 33 (Post 9/11 GI Bill) if so what percent? _____%

Attach a copy of your current semester schedule and bill from your CUNY First Account as well as your Degree Audit from CUNY Portal and turn in all forms before the start of the semester or your classes may be dropped for non-payment, you will NOT be able to purchase a parking permit and you WILL NOT receive your book stipend before the start of the semester.

NEW / TRANSFER / READMIT STUDENTS ONLY

Have you used VA Education Assistance at another school before?

If yes, please attach a copy of your "Request for Change of Program or Place of Training" (VA Form 22-1995)

**Office of Veteran and Military Resources ("VMR")
Student-Veteran Responsibilities**

In order to receive Veterans Affairs (VA) Educational Benefits, you must comply with the following procedures:

1. I must complete the BCC Certification Request Form each semester/session (fall, winter, spring, and summer) in order to receive VA Educational benefits at Bronx Community. _____ (Initial Here)
2. I ensure that all courses taken are required for my degree or certificate program. These courses may include electives or prerequisites that are approved within the program. You may receive VA Education assistance for noncredit courses at BCC such as remedial courses, however Tuition Assistance does not cover remedial courses as per the DOD. _____ (Initial Here)
3. I understand that I must make satisfactory progress toward graduation. _____ (Initial Here)
4. I understand that Withdrawals (i.e. WN,W,WA) will need to be paid back to Dept. of VA. _____ (Initial Here)
5. If I receive an "F" grade in a course, the VA will allow me to repeat that course with pay. _____ (Initial Here)
6. When I withdraw, add, drop, or stop attending classes, I must notify the VMR ***immediately***. This notification may eliminate future problems with VA overpayments. My VA education assistance ***may be decreased*** as a result of enrollment adjustments. _____ (Initial Here)
7. Receipt of Tuition Assistance or ASAP may reduce the amount of federal and/or state financial aid I am eligible to receive. If I apply for TA or ASAP after receiving my financial aid, I may be required to repay part or all of my financial aid. _____ (Initial Here)
8. I understand that all staff members of the VMR are employed by Bronx Community College and do not work for or represent the Dept. of Veterans Affairs (VA). The VA determines eligibility for educational assistance in all cases. _____ (Initial Here)

9. I understand that I am responsible for any payments not covered by the VA. All payments not covered by the VA are due by me to BCC by the appropriate due dates. _____ (Initial Here)
10. I understand that paperwork not turned in by the deadline will result in a delay of VA payments to me. _____ (Initial Here)
11. I understand that all correspondence from the VMR will be sent to my BCC email and therefore I am responsible for checking my BCC email regularly. _____ (Initial Here)
12. I understand that in order to be compliant with CUNY policies I must complete the ESPARC, or the Employee Sexual Misconduct Prevention and Response Course, within two semesters of admittance to Bronx Community College. Students who do not complete ESPARC training will not be allowed to

Certification statement _____enroll. _____(Initial Here): I certify that the information provided on this form is true and correct. I attest that I have read the *Student-Veteran Responsibilities*

Certification statementinformation on this form and will abide by its content. I certify that the information provided on this form is true and correct. I attest that I have read the *Student-Veteran Responsibilities* information on this form and will abide by its content.

Student's Signature and

Date