

Statement of Understanding

1. I must complete this form each semester that I intend to receive VA educational benefits.
2. I must **immediately** report **all changes (drops and/or adds)** in enrollment to the TNCC Veterans Affairs Office.
3. I understand that I must submit a statement to TNCC's VA Office explaining my reasons for dropping or withdrawing from a class. I further understand that if the VA does not consider my reason as a "mitigating circumstance" (valid reason) for dropping/withdrawing from my class or classes, that the VA will re-compute my benefits from the beginning of the enrollment period at the lower rate of attendance which will likely result in an overpayment status and a subsequent debt to the VA.
4. I understand that the VA pays the tuition for Chapter 31 eligible students only. I further understand that if I am not a Chapter 31 recipient, I am responsible for paying my own tuition prior to the deadline to pay tuition or I may be dropped from my classes. **Tuition must be paid before my request for VA benefits will be certify.**
5. I understand that VA benefits may be discontinued if I fail to maintain satisfactory attendance or progress towards completion of program of study.
6. Upon initial enrollment at this school and/or upon a change of program, credits from prior training must be reported within two semesters or benefits will be interrupted. I understand that I must have transcripts from all colleges previously attended evaluated by the TNCC Admissions Office within two semesters. I further understand that I cannot be certified for additional VA education benefits if I fail to have my transcripts from all colleges previously attended evaluated within two semesters.
7. I cannot receive benefits for a class taken now for which the requirement was previously met at TNCC or another institution. If I receive benefits for a class previously completed with a passing grade, I may have to pay back to the VA the benefits I received for taking the class.
8. Grades of Incomplete ("I") must be completed by the end of the subsequent semester or VA benefits may be reduced or interrupted.
9. DD214s/NOBEs (for reservists and/or prior active duty) must be evaluated by the Admissions Office. I understand that all veterans receive 2 HLT/PED credits for completing basic training.
10. I understand that I must verify my enrollment with the VA each month in order to receive my benefits under Chapters 30 and 1606. (Those receiving benefits under Chapters 31 and 35 are not required to verify their attendance monthly.) I understand that this can be accomplished online at www.gibill.va.gov/wave or over the phone at 1-877-823-2378.
11. I understand that I cannot receive Chapter 30 benefits while using Tuition Assistance (TA), except for under the "Top-Up" Program and that eligible reservists and National Guardsmen may only receive Chapter 1606 benefits while using TA while training at the half-time rate or greater.
12. If requesting advance pay, I understand that the VA will ultimately decide if I am eligible for advance pay and that I may not receive my advance prior to the deadline for paying tuition. I further understand that I must have alternate arrangements for paying my tuition in the event I am not eligible for advance pay or I do not receive my advance pay prior to the deadline to pay tuition.
13. The information provided on this form is true and correct to the best of my knowledge.

Signature

Date