

Northwestern State University  
**Veterans' Certification Data Form**

Return to:  
Veterans Affairs, Room  
335, Student Service  
Center, Natchitoches, LA  
71497

Semester: \_\_\_\_\_ Year: \_\_\_\_\_

Payment of VA benefits cannot be initiated nor continued without accurate enrollment information.

**This form must be completed each semester.**


Name: \_\_\_\_\_ SSN# \_\_\_\_\_  
First Middle I. Last

Address: \_\_\_\_\_  
(address you want VA to have) Street/ PO Box City State Zip Code

Telephone - Home #: \_\_\_\_\_ Cell #: \_\_\_\_\_  
Email Address: \_\_\_\_\_




Title of Major: \_\_\_\_\_

VA Status: **(please check one)**

- Dependent of Veteran (Chapter 35)  VA Claim # \_\_\_\_\_  
\*\*\* (Please note: State Aid Exemption is handled through the Scholarship Office)
- Montgomery GI-Bill (Chapter 30 Veteran)  Reservist/ National Guard (Chapter 1606)
- Deployed Reservist (Chapter 1607)  VA Voc. Rehab. (Chapter 31)
- Post-9/11 (Chapter 33)  Currently Active Duty

Chapter 30, 33 and 1606 students must verify enrollment the last day of each month. Please call 1-877-823-2378 or log on to [www.gibill.va.gov](http://www.gibill.va.gov) then WAVES.

Check current status that applies:

- New student never used benefits anywhere. *(Certificate of Eligibility) required* 
- Transfer student (used benefits at another school). *(Certificate of Eligibility) required* 
- Continuing student attended NSU last semester using VA benefits. 
- Re-entry student, used VA benefits at NSU previously
- Visiting student only \_\_\_\_\_ Primary Institution. *(Certificate of Eligibility) required*

**Secondary School Student Schedule:**

**\*Note** (If visiting another school, please list secondary school courses taken so Parent School Letter can be generated)

Course	Course Title	Hours
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**\*\*NOTE\*\*** You must earn a Punitive (counts as earned credit) grade in a course in order for VA to pay you for it. Nonpunitive grades (do not affect GPA) such as W, X, WN or W + midterm grades must be reported to VA. If this changes your training time, it will result in an overpayment of benefits that VA will require you to repay.

## Students Receiving VA Benefits

### Repeats

Students can not be paid VA benefits for classes already successfully completed. This includes classes taken before receiving VA benefits. VA will not pay for you to repeat a class in which you received an "Acceptable" grade. Only "F" grades or courses that must be completed with a certain grade point average can be repeated.

### Degree Plan

All hours pursued must apply toward your reported Degree Program. Students can not be paid for classes that are not required for their declared degree plan.

### Certification

Student should see the Certifying Official to be certified to VA. Student should also see Certifying Official to notify of any changes- Decrease/Increase in hours, withdrawal from class, or change of program. All courses added, dropped or audited must be reported immediately to decrease possibility of overpayment. Contact VA Certifying Official : **Room 335 Student Service Center (318)357-6171 or (800)844-8908 Fax: (318)357-5913 E-mail address: [vetaffairs@nsula.edu](mailto:vetaffairs@nsula.edu)**

**\*\*\*NOTE\*\*\***

**ADVANCED PAY IS NOT AVAILABLE**

**Payment may be received 4 to 12 weeks after certification is received by the Veterans' Regional Office.**

I understand the above VA regulations and I understand that I can be charged with an overpayment if I receive benefits I am not entitled to.

I understand that it is my responsibility to keep the Certifying Official notified of any change in my status. I realize that regular attendance of all classes is a requirement for VA payment. If I stop attending a class I realize this is the same as withdrawing and I will notify the Certifying Official.

I do hereby grant authority to the VA Certifying Official to release information to the Veterans' Administration concerning my status as a VA student at NSU

\_\_\_\_\_  
(Signature of Student & Date)

### Semester Hour Equivalency Table

Semester Hours Per Term	15 to 19	14	13	12	11	10	9	8	7	6	5	4	3	2	1
12 or more	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT
11	3/4	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT
10	3/4	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT
9	3/4	3/4	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT
8	1/2	3/4	3/4	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT
7	1/2	3/4	3/4	3/4	3/4	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT
6	1/2	1/2	1/2	3/4	3/4	3/4	FT	FT	FT	FT	FT	FT	FT	FT	FT
5	<1/2	1/2	1/2	1/2	1/2	3/4	3/4	3/4	FT	FT	FT	FT	FT	FT	FT
4	<1/2	<1/2	<1/2	1/2	1/2	1/2	1/2	3/4	3/4	FT	FT	FT	FT	FT	FT
3	1/4	1/4	<1/2	<1/2	<1/2	<1/2	1/2	1/2	1/2	3/4	3/4	FT	FT	FT	FT
2	1/4	1/4	1/4	1/4	1/4	1/4	<1/2	<1/2	<1/2	1/2	1/2	3/4	FT	FT	FT
1	1/4	1/4	1/4	1/4	1/4	1/4	1/4	1/4	1/4	1/4	1/4	<1/2	1/2	3/4	FT

Please return the completed form to:

**Northwestern State University  
University Veterans Affairs  
Room 335, Student Service Center  
Natchitoches, Louisiana 71497**