

## Northwestern State University

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

Return to:  
Registrar's Office, Room  
335, Student Service  
Center, Natchitoches, LA  
71497

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

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

<b>Name:</b>	<b>First</b>	<b>Middle I.</b>	<b>Last</b>	<b>SSN#</b>
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**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 Aide 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 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 WAVE.

**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.**

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Re-entry student, used VA benefits at NSU previously

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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)357-5823 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 Registrar's Office  
Room 335, Student Service Center  
Natchitoches, Louisiana 71497**