



## **Veterans Benefits Certification**

**Policy Number:** 616

**Categorized:** Student

**Procedure:** N/A

**Responsible Office:** Vice President of Student Affairs

**Effective Date:** 01/10/2024

**Date Last Reviewed:** 01/10/2024

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### **1. Scope**

This policy applies to all Northern Virginia Community College student veterans and military related personnel who are utilizing Veterans Administration (VA) tuition assistance and educational benefits.

### **2. Policy Statement**

NOVA is authorized by the U. S. Department of Veterans Affairs to certify students who qualify for the Montgomery GI Bill (Active Duty/Selected Reserves), Survivors' and Dependents' Educational Assistance Program, Reserve Education Assistance Program, and those who qualify for the Post-9/11 GI Bill and Vocational Rehabilitation. Veterans using or wanting to use educational benefits must fill out an online certification Veterans Enrollment Request Form (VERF) after completing the enrollment process.

Public Law (P.L) 116-315, section 1010 requires schools to submit an initial enrollment certification for each chapter 33 student, and a subsequent enrollment certification (verification) after the last day a student can withdraw from the course or program of education without penalty, known as the drop-add period. VA is defining "without penalty" as either an academic penalty or a financial penalty, whichever occurs first at the educational institution.

- a. drop, add or audit classes
- b. stop attending classes
- c. has a class canceled
- d. withdraws or are withdrawn from classes or the College
- e. is unable to attend classes
- f. makes any changes to enrollment status

If you have questions about this policy and/or its application at Northern Virginia Community College, please contact the Responsible Office identified above.

### **3. Authority**

[Public Law \(P.L\) 116-315, section 1010](#)