



# SDSU Joan and Art Barron Veterans Center STUDENT RESPONSIBILITY AGREEMENT

Term of Agreement

\_\_\_\_\_  
(Semester / Year)

**THIS FORM MUST BE COMPLETED FOR EACH SEMESTER TO UTILIZE YOUR BENEFITS**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

RedID: \_\_\_\_\_ SSN: \_\_\_\_\_ VA Claim #: \_\_\_\_\_  
*Note: Chapter 35 ONLY and MUST include SUFFIX LETTER*

Address: \_\_\_\_\_  
*Street City State Zip Code*

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

### STUDENT STATUS

- Continuing Student at SDSU
- New Student:     Transfer     Freshman
  - Certificate of Eligibility on file (Ch. 33 only)
  - VA Form 22-1995 on file (VA Form 22-5495 if using Ch. 35)
- Guest Student:    Parent School: \_\_\_\_\_

### MILITARY STATUS *(check only current status)*

- Veteran     Active Duty *(currently serving)*     Reserve     Dependent

### BRANCH OF SERVICE

- Air Force     Air National Guard     Army     Army National Guard
- Coast Guard     Navy     Marine Corps

### EDUCATIONAL BENEFIT(S)

- Chapter 33: Post 9/11 GI Bill ( \_\_\_\_\_ %)
- Chapter 30: Montgomery GI Bill
- Chapter 31: Vocational Rehabilitation (Counselor email: \_\_\_\_\_)
- Chapter 35: Dependents Educational Assistance     Cal Vet Fee Waiver Plan:     A     B
- Chapter 1606: Reserves
- Chapter 1607: REAP

*Note: Concurrent receipt of Ch. 35 and Cal Vet Plan "A" is prohibited.*

### DEGREE OBJECTIVE

- BA     BS     MA     MS     PhD     Certificate/Credential     Other: \_\_\_\_\_

*Note: Graduate students must provide an approved plan of study or completed graduate worksheet signed off by their graduate advisor.*

Major(s): \_\_\_\_\_ Minor(s): \_\_\_\_\_

*Note: Double majors and/or double minors require a degree evaluation from the Office of Advising and Evaluations.*

- Since last term, have you changed majors, added a second major, or added a minor?     Yes     No
- Have you applied for or do you intend to apply for graduation for the term listed above?     Yes     No
- Are you *Rounding Out* in this term? *Note: not applicable for Ch. 31*     Yes     No
- Do you plan on using the Post 9/11 GI Bill (Ch. 33) next semester?     Yes     No

## INDIVIDUAL RESPONSIBILITIES

**1. APPROVED COURSES:** The only courses that may be approved for VA educational benefits are those required for the degree objective and that have not previously been successfully completed. Refer to your degree evaluation, graduate program of study (or graduate student worksheet), SDSU Advising Center, and/or your department advisor to ensure all classes are applicable towards your objective. Deviations from the required classes must be approved by an appropriate individual authorized to make substitutions (i.e. department advisor, department chair, dean, etc.). Initial: \_\_\_\_\_

**2. SCHEDULE ADJUSTMENTS:** Federal law requires any changes in enrollment status that *may* affect VA education benefits be reported. Any changes to your class schedule (i.e. adds/drops) *may* have an impact on your VA education benefits. If you change your schedule, notify the Joan and Art Barron Veterans Center as soon as possible to avoid possible retroactive loss of benefits. Unauthorized withdrawal from courses *may* result in retroactive loss of benefits and a potential debt to the VA and/or university. Initial: \_\_\_\_\_

**3. ACADEMIC PROBATION:** Students placed on academic probation may continue to utilize VA education benefits for *not more than two semesters*. If the academic probation is carried into a third semester, the student will not be certified for VA benefits. Students that are on or facing academic probation should contact the Barron Veterans Center for possible resources to improve their academic progress. Initial: \_\_\_\_\_

**4. CHANGE IN MAJOR:** If you change your major, you must provide the Barron Veterans Center with a signed copy of VA Form 22-1995 (VA Form 22-5495 for Ch. 35). If you add a second major or more than one minor, you will need to provide the Barron Veterans Center with a copy of your degree evaluation obtained from the Office of Advising and Evaluations. Request this early as it can take several weeks to a few months for evaluation to be generated. Initial: \_\_\_\_\_

**5. PAYMENTS/REFUNDS:** If you are not rated at 100% under the Post 9/11 GI Bill, your portion of the tuition and fees must be paid by the schedule adjustment deadline each semester. If you pay tuition and fees that are then covered by the GI Bill, your refund will be processed in accordance with SDSU policy and will be refunded after payment is received from the VA. For additional information contact the SDSU Student Account Services Office (619) 594-5253. Initial: \_\_\_\_\_

**6. REMAINING ENTITLEMENT:** To avoid possible overpayment by the VA and additional unexpected costs to the student, all VA Benefit users (especially Post 9/11 GI Bill [Ch. 33]) are encouraged to keep track of their remaining entitlement. The information is sent each semester to the student by the VA or can be obtained from [www.ebenefits.va.gov](http://www.ebenefits.va.gov) or by calling (888) 442-4551. Initial: \_\_\_\_\_

**7. POST 9/11 CERTIFICATION PROCESS:** Federal law requires the VA to be the "last payer" for tuition and fees. Financial aid (i.e. grants, loans, scholarships, etc.) specifically awarded for tuition and fees will be applied first and the VA will pay the difference. The Barron Veterans Center will report your tuition to the VA at the beginning of the semester as \$0.00 in order to allow applicable housing and book stipends to be paid. Near the end of the semester, the final tuition amount will be reported to the VA for payment to SDSU. Students will receive occasional notifications from the school that their tuition has not been paid. These can generally be disregarded provided that the student has been certified to the VA and is rated at 100% under the Post 9/11 GI Bill. Additional questions should be directed to the Barron Veterans Center staff or by visiting the GI Bill website at [www.gibill.va.gov](http://www.gibill.va.gov). Initial: \_\_\_\_\_

### ACKNOWLEDGEMENT:

I am aware of and understand my responsibilities in using my VA education benefits. Initial: \_\_\_\_\_

I request to be certified for \_\_\_\_\_ units for the \_\_\_\_\_ term. Initial: \_\_\_\_\_

To the best of my knowledge, I have \_\_\_\_\_ months and \_\_\_\_\_ days of remaining entitlements. Initial: \_\_\_\_\_

\_\_\_\_\_  
Signature of benefit user

\_\_\_\_\_  
Date