

Mills College

VA Benefits Intent Form

Fall Winter Spring Summer Year: _____

Please Print Clearly

Student ID#: _____ VA File #: _____ Student SSN#: _____

Name: _____
Last First M.I.

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Email Address: _____ Mills Email Address: _____

Has your major changed since you were last certified? Yes No

Current Major: BA/BS/Undecided _____ Grad Program _____

Last college where benefits were used and when? _____

Please read the following:

1. For full benefits for all chapters, I must be enrolled in 12 units as an undergrad during a regular semester, and what the institution determines is considered full-time as a graduate student. Shorter length courses may affect my expected rate of pay.
2. Only courses that satisfy requirements outlined by the curriculum guide or graduation evaluation form can be certified for VA purposes. If a student takes a course that does not fulfill a program requirement, it cannot be certified by the school certifying official.
3. The VA requires that I maintain a 2.0 cumulative GPA and progress towards my educational goals by avoiding an excessive number of D, F, NP, W or I grades.
4. I understand if I am academically or administratively withdrawn from Mills College, it may result in an overpayment for which I am responsible for.
5. Federal law requires that I report all adds, drops, and withdrawals to the Mills College VA certifying official. These changes must be reported immediately. Failure to do so will affect my benefits and may result in an overpayment for which I am responsible.
6. If I have chosen to take classes at another institution while Mills College is my parent school, it is my responsibility to ensure the class is applicable and payable for my degree. I understand the course take at another institution needs to be evaluated with Mills College Academic Records before the class can be certified.
7. It is my responsibility to ensure all official transcripts are on file and have been processed by Academic Records by the end of the first semester of attendance. I will also ensure transcripts from my secondary school(s) will be submitted to Academic Records once the class is complete. I understand if my transcript(s) are not turned in by the deadline, it will result in a delay of my benefits.
8. It takes approximately 2-4 weeks from the date I fill out my intent form for the Mills College certifying official to process and submit my VA-1999 to Muskogee Regional Processing Office. I understand it can take 2-4 weeks for my VA-1999 certificate to be processed by Muskogee RPO.

I understand and agree to abide by the above information

Student Signature: _____ Date: _____