



VETERAN'S BENEFITS CERTIFICATION REQUEST

Name: _____ Student ID: _____
Mailing Address: _____ City: _____
State: _____ Zip Code: _____ Phone Number: _____
CFK email address: _____@cfk.edu

Indicate the term for which you are requesting certification:

Fall: _____ Spring: _____ Summer: _____ Year: _____

Total Term Credit Hours: _____

Degree Goal:

- ☐ A.A.
- ☐ A.S. in _____
- ☐ A.A.S in _____
- ☐ Bachelor of Applied Science
- ☐ Certificate in _____
- ☐ Transient, list Home School _____

Please check your V.A. Benefit Category:

- ☐ Post 9/11 G.I. Bill (Ch 33)
- ☐ Montgomery G.I. Bill (Ch 30)
- ☐ Vocational Rehabilitation (Ch 31)
- ☐ Survivors and Dependents Educational Assistance (Ch 35) VA File # _____
- ☐ Selected Reserve/Nat'l Guard (Ch 1606)
- ☐ Reserve Ed. Assist. Program (Ch 1607)
- ☐ VEAP (Chapter 32) or VRAP

Please indicate other sources of financial assistance being used:

- ☐ Tuition Assist/EDD ☐ Scholarship ☐ Fin Aid ☐ Waiver ☐ Employer Assistance

VETERAN'S RESPONSIBILITIES

1. Eligible veterans and dependents are responsible for notifying the V.A. office at FKCC of their intent to use VA educational benefits. Submit a Certification Request form to the Office of Financial Aid and Veteran's Affairs each semester by email to financialaid@cfk.edu, by fax to 305-292-5166 or in person to our office located in Building A of our Key West Campus.

2. Register **ONLY** for courses that will apply to your degree program. Only courses that apply towards your declared major will be certified. Students are not notified / informed of reduced certification hours due to non-compliance.
3. You must immediately notify the Veterans office when any of the following situations occur. Failure to do so may result in an overpayment collection.
 - a. Add or Drop a class
 - b. Change your major or program
 - c. Change your address
 - d. Withdraw from a class or college
 - e. Change your dates of attendance
 - f. Use other sources of assistance (Such as Scholarships, DOD Tuition Assistance, or Waivers)
 - g. Fail or withdraw from all courses
4. If you do not make satisfactory academic progress and are suspended by the college, your GI Bill benefits cannot be resumed until you have met the college requirements for reinstatement.
5. Students receiving Chapter 30, 1606, or 1607 benefits are required to log onto the GI Bill web site at www.gibill.va.gov and click on WAVE (Web Automated Verification of Enrollment) on the last day of each month to verify enrollment with the V.A. or call 1-888-442-4551. (Verification for Post 9/11GI Bill is not required).
6. A tuition deferment for up to 60 days (30 days for Summer terms) is available to veterans and dependents upon request. **Deferments are not automatic.**

Please be advised that courses shorter than the standard term length may affect the amount of money VA sends you each month.

Signature_____ **Date**_____