

*\*If you attended Lakeland Community College previously and received GI BILL benefits, please give the semester and year of last attendance \_\_\_\_/\_\_\_\_.\**  
*semester/year*

# VETERANS REGISTRATION REPORTING FORM

## SEMESTER CERTIFICATION REQUEST FOR GI BILL EDUCATION BENEFITS

**\*THIS FORM MUST BE COMPLETED EACH SEMESTER BY GI BILL RECIPIENTS\***

Web Address: [www.lakelandcc.edu/veterans](http://www.lakelandcc.edu/veterans)

**PLEASE PRINT**

**TERM:** (Circle One) FALL SPRING SUMMER YEAR \_\_\_\_\_ E-Mail \_\_\_\_\_

NAME \_\_\_\_\_ LAKELAND ID# or SS# \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY/STATE \_\_\_\_\_ ZIP \_\_\_\_\_

(Check if this is a change of address)

PHONE NUMBER (home) \_\_\_\_\_ (work) \_\_\_\_\_ (cell) \_\_\_\_\_

### COURSES THIS TERM

**Semester Sessions are certified by Begin Date and End Date.**

Semester Session (check appropriate block)

CRN NUMBER(S)	SUBJECT	COURSE NUMBER	CREDIT HRS	Full 16 Weeks	P1/P2/(Full 8 Weeks)	P1/P2 5 Weeks	Other

Note: **Only** those courses listed in your approved program planner (obtained through an Academic Counselor) can be certified for VA benefits. \*\*\*Classes taken for Audit option are NOT eligible for GI Bill benefits.\*\*\* To continue receiving benefits, you must meet and maintain Lakeland Community College's standards for satisfactory attendance, conduct and progress. The Certifying Official must notify the VA if these standards are not met. Benefits will stop if unsatisfactory attendance, conduct or progress is reported.

**TYPE OF BENEFIT:** CH: 33 (Circle one) CH: 30 (Post 9/11) CH: 31 (Active Duty) CH: 35 (Disabled) CH: 35 (Spouse/Dependent) CH: 1606 (Reserve/Guard) CH: 1607 (Reap) \*TRANSIENT (GUEST)

\*Not circling benefit type or filling in degree and major MAY delay your benefits\*

**NAME OF DEGREE:** Associate of \_\_\_\_\_ Majoring in \_\_\_\_\_

**Is this a program/major change? (Circle one) Yes No** *If yes, you must contact the Lakeland Certifying Official*

**DO YOU HAVE CREDIT FROM A PRIOR COLLEGE(S)? (Circle one) Yes No**

**HAVE YOU SUBMITTED YOUR OFFICIAL TRANSCRIPTS FROM PRIOR COLLEGES? (Circle one) Yes No**

You **MUST** submit official transcripts from ALL former colleges by your second semester of enrollment at Lakeland and meet with a guidance counselor for transfer evaluation of credits. **\*\*Education benefits can not be paid more than two semesters unless prior credit is evaluated and reported to the VA.\*\***

**\*IF YOU ARE A TRANSIENT STUDENT,** you must submit your primary school's completed transient permission form to the Certifying Official at Lakeland Community College.

I certify that the courses listed above are required for my declared major and I will inform this office immediately of any changes that I make to my schedule. I also understand that instructors of students receiving AW, FNA and UNA grades will be required to submit attendance verification. This may result in a VA overpayment where I may have to pay back benefits to the VA.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

GI Bill recipients (Chapters 30, 1606 and 1607) are REQUIRED to self-certify their enrollment the last day of every month the student is enrolled in classes. This is in ADDITION TO the semester certifications done by the Certifying Official. To self-certify, you must call the automated system at 1-877-823-2378 or by visiting [www.gibill.va.gov/wave/index.do](http://www.gibill.va.gov/wave/index.do). If you're enrollment changes, you MUST notify the Certifying Official: Terri Dietz email: [tdietz@lakelandcc.edu](mailto:tdietz@lakelandcc.edu) phone: (440) 525-7246 and report the changes on the WAVE system.