

**VETERAN AND DEPENDENT STUDENTS’  
RESPONSIBILITIES**  
(Chapters 30, 1606, 35 & 32)

**READ AND INITIAL EACH STATEMENT:**

**As I am receiving VA Educational Benefits, I understand that I must:**

\_\_\_\_\_ Submit all official transcripts from all colleges and universities, within the first semester of enrollment, to the NMSU office of admissions for evaluation purposes.

\_\_\_\_\_ Certify with VA **only** for courses which are required for completion of my selected degree objective. I understand that classes I enroll in that are not listed on my degree plan will not be paid for by the VA.

\_\_\_\_\_ **Not** register for classes which I have previously received a passing grade or given credit for by NMSU, even if taken at another institution, **(this will cause me an overpayment).**

\_\_\_\_\_ Request a degree plan/check from my college advisor. **DEGREE PLAN/CHECK MUST BE DATED & SIGNED BY ADVISOR PRIOR TO SUBMITTING TO THE VETERANS OFFICE. I understand that I will not be certified without a degree plan.**

\_\_\_\_\_ Notify the NMSU Office of Veteran Programs if I change my courses and/or do not enroll for a semester for which I was certified or which I was disenrolled for non-payment. **Failure to notify the NMSU Veterans’ Programs office of any changes will result in either reduction in pay allowance or termination of benefits, and may delay processing of future certifications.**

\_\_\_\_\_ In order to collect VA benefits I must complete the Verification of Enrollment Form, located online at then select “verification of enrollment” link. This form is filled out on the computer, printed out, signed, initialed and brought to the VA office with my course schedule each semester that I enroll in classes.

**I also understand that:**

\_\_\_\_\_ I am responsible for the payment of my tuition, fees, books, supplies.

\_\_\_\_\_ I am not eligible for payment for **remedial** courses if placement scores do not justify the need. Submit copy of scores to VA office when remedial courses are recommended.

\_\_\_\_\_ I am aware that any overpayment incurred by me is **my** responsibility and **not** the responsibility of NMSU.

\_\_\_\_\_ I must verify my enrollment monthly either by calling the automated telephone system or through the Web Automated Verification of enrollment. Failure to do this will result in non-payment. **(FOR CHAPTER 30 AND 1606 STUDENTS ONLY).**

I certify that I have read and understood the above student responsibilities thus I am prepared for certification under VA Educational Benefits.

\_\_\_\_\_  
STUDENT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
VA REP.