

VETERAN AND DEPENDENT STUDENTS' RESPONSIBILITIES
(Chapters 30, 1606, 1607 & 35)

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 prior to or within the first semester of enrollment to the NMSU Admissions Office 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 without proper documentation.
- _____ 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).
I am also aware that if I register for a repeated course and fail with a "D" or "F" grade, an overpayment will occur for the first time course was failed.
- _____ 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. **Periodically, updated degree checks may be requested. I UNDERSTAND THAT I WILL NOT BE CERTIFIED WITHOUT A DEGREE PLAN.**
- _____ notify the NMSU Office of Veteran Affairs 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' Affairs office of any changes will result in either reduction in pay allowance or termination of benefits and MAY DELAY PROCESSING OF FUTURE CERTIFICATIONS**
- _____ : For each semester that I utilize my VA benefits, I must submit a signed and dated Verification of Enrollment (VOE) form and Student Detail Schedule. I understand that the Veterans Programs Office will **not** accept handwritten VOE forms.

I also understand that:

- _____ I am responsible for the payment of my tuition, fees, books and supplies (the same manner as a non-veteran student)
- _____ I am not eligible for payment for remedial courses if placement scores (either through my ACT or Math Placement Exam), do not justify the need.
- _____ 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, 1606 and 1607 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.