

VA Benefit Coding Request

STUDENT ID	LAST NAME	FIRST NAME

Semester: _____ Year: _____

Benefit Utilizing (Check One):

- | | |
|--|---|
| <input type="checkbox"/> Chapter 33: Post 9/11
<input type="checkbox"/> Chapter 33D: Post 9/11 (Dependent)
<input type="checkbox"/> Chapter 30: Montgomery
<input type="checkbox"/> Chapter 31: Veterans Readiness & Employment | <input type="checkbox"/> Chapter 35: Dependent Education Assistance
<input type="checkbox"/> Chapter 1606: Montgomery – Selected Reserves
<input type="checkbox"/> Veterans Priority Registration for Enrollment (ONLY) |
|--|---|

This is your indication that, to the best of your knowledge, you are eligible for the above benefit and that you intend to use the benefit for this semester. If you decide to not use this benefit for this term, it is your responsibility to notify the Veterans Office. If you do not use the benefit, you will be subject to the decoding of your account.

Please read and initial the following:

_____ My enrollment fees are due when I register in classes. Depending on when I enroll in classes, I may be dropped within 10 days of registration if fees are not paid for all benefits **EXCEPT** students using Chapter 33 and Chapter 31 (**HOWEVER** without this coding and completing this form I will be dropped 10 days after enrolling in classes if fees are not paid).

_____ Once I have used my VA Education Benefits, if I do not certify for two semesters it will result in the deactivation of my coding. This means enrollment fees are due when I register in classes. Depending on when I enroll in classes, I may be dropped within 10 days of your registration if fees are not paid. To reestablish my coding I will need to fill this request out again with the Palomar Veterans Services Office.

_____ I will be responsible for paying Palomar College for any and all tuition and fees not covered by my VA Education Benefits (to include out of state tuition and fees). Failure to do so may result in enrollment blocking, and eventually my balance could be transferred to collections. In addition, if I have any past due tuition and or fees, I will be unable to request future VA certifications at Palomar College.

_____ **I understand this request does not start my file for VA education benefits.** This form is only to activate my coding as a recipient of VA education benefits at Palomar College. To start my benefits, I must complete the New Student Checklist provided by Palomar College VSO as well as additional paperwork required at the time of certification.

Signature: _____

Date: _____

Phone #: _____

Received by VSO	Initial	Date

Certifying Official	Initial	Date

For the typed signature to be official, this **MUST** be emailed from your Palomar Student e-mail account. When completed, save the file with your last name and student ID as the name (e.g. smith123456789) and email to veterans@palomar.edu with "coding request" in the subject line.