

Date_

TEXAS TECH
Office of the Provost
Student Life

**Form Effective: 10-26-15

MVP Certification Form

•				omplete, p	ri	nt and sign this c	locun					
	<u>U; mail to</u>	<u>o TTU</u>	MVP Bo	ox 45026,	$_{l}^{L}$	ubbock Tx 7940		deliver in pe	rson	to V	Vest Hall, Ro	om 242
Last Name:						First Na	me:					
R #:						Student	SSN	l:				
Chapter 35- File # (The Veterans SSN or Service # & your suffix)												
Complete Address:												
Phone:				Email:								
Major:				Minor o	r	Specialization:						
Q1: I am a: _ Ve	eteran _	Depend	dent _	Active Du	ıty	y Service Member	_	_Reservist/N	latio	nal (Guard	
Q2: If a veteran,	have you	submit	ted mili	tary trans	cı	ripts to TTU? Y/N	(M	andatory be	fore	seco	nd semester)
Q3: Please selec	t all Benef	fits in w	vhich yo	u are appl	yi	ing: _Ch	apter	31 VR&E				
_Chapter 30 MGI	В	_	Chapter	1606 MGII	3 5	SR _Haz	lewo	od (additiona	l par	erwo	ork required)	
Chapter 35 DEAChapter 1607 REAPChapter 33 Post 9/11 & Percentage rate:%												
Q4: Classification:UndergraduateGraduate SchoolLaw SchoolEMBA for Working Professionals												
Q5: Have you ever used VA Benefits anywhere before? _Yes _No Q6: Are you new @TTU this semester? _Yes _No												
Q7: Did you use	VA benefit	ts at TT	U last se	emester?	_	Yes _No (If no, La	ist se	mester used	at T	TU:_)
Q8: Were you p	aced on s	uspensi	ion at th	e end of y	ου	ır last semester a	t Tecl	h? _Yes_No)			
Q9: Are you a transfer student this semester? _Yes _No (If yes, where/when last used benefits?)												
Q10: If taking TTU Summer I, list any classes during INTERSESSION:Long Summer:												
Students: Please only TTU hours					١	*For MVP Use	only:					
Semester	Yea	r	Н	ours	ıl	Course Not Certifie	ed W	ork Date/By	Z	w	Date	Initials
I Summer												
II Summer												
Fall												
Spring												
Other												
By signing below office if you dro degree program, tact MVP after Information on Signature	op a course , major, add each regist the reverse	e, withd dress or tration. side & t	lraw, cha email ar I unders	nge your nd to con- stand the		Staff Notes: VA Phone List 8						
1					П	If continuing st	tuden	t. check for ch	ange	s in p	rogram or susi	pension



Important Notes for Students Using Federal VA benefits

Review the checklist below prior to submission of the MVP Certification Request form each semester.

Sign and date the form to verify your understanding of the form.

1. VA will only pay for classes which are required on your current degree plan/program.

Note for Study Abroad: All chapters can choose to take a required course by Study Abroad.

- o Chapter 33 students may be eligible to receive extra fees paid ONLY if Study Abroad & course is REQUIRED for the degree .
- o Extra forms may be required so ask your MVP staff member about this issue.
- 2. Each semester immediately following registration with no expected changes to your class schedule:

 ☐ Fill out an MVP Certification Form.
 ☐ If you are receiving Chanter 33 Post 9/11 GLBill submit a copy of your COE Certificate of Eligibility letter.

			Thi dut an MYY Certification Form.					
			If you are receiving Chapter 33 Post 9/11 GI Bill, submit a copy of your COE, Certificate of Eligibility letter, or					
			Semester Award Letter showing your percentage rate into MVP each semester. Retain a copy for your records.					
3.	If you	add/dr	op a class or a major/minor within your Degree plan or program, you must fill out a MVP Change Request Form.					
Note: Chapter 33-Post 9/11 GI Bill– Extra Steps for SBS								
			t a 3 rd Party Agreement form to SBS, Room 301 West Hall or sbs@ttu.edu, fax: 806.742.5910.					
		Submi	t a copy of your COE, Certificate of Eligibility letter, or most recent Award Letter from VA into SBS each semester .					
4.	If you	are con	ning back to TTU after a suspension, Complete an extra form called a VA Change of Program form.					
			o Form 22-1995 is the Change of Program form for veterans					
			o Form 22-5495 is the Change of Program form for dependents					
5.	Taking	a class	at another school?					
			Contact the MVP Dept. to complete a Parent Institution Letter (PIL) each semester.					
			o Obtain the course name/number/title of the courses from the supplemental school.					
			 Obtain the name, phone number, fax number and email address of the VA Certifying Official at the supplemental school. 					
			Your department must sign your PIL to show the courses will transfer to your degree plan.					
			 Do not complete Change of Program forms at the supplemental school as this PIL should suffice. 					
			o Obtain permission from your department (Academic Dean's Office) to attend another school.					
6.	Duri	ng the s	emester:					
			Inform the MVP dept. of any adds/drops/withdrawals/address changes/changes of major/degree.					
			Submit an official copy of your degree plan when you reach 45 hours as an undergraduate or from entry into Graduate school.					
			Veterans: submit official military transcripts to TEO, Transfer Evaluation Office in the Office of the Registrar, Room 121 West Hall, no later than your 2 nd semester at TTU. Please submit an unofficial copy to MVP.					
7.	Suspe	nsion in	formation:					
		If you co	omplete paperwork <u>and then</u> are placed on suspension, <u>you must resubmit</u> paperwork plus extra forms.					
8.	Note	e that V	A will not pay for IS1100 unless it is required on your degree plan. VA will not pay for TSI courses.					
9.	Chap	oter 31-	VA Vocational Rehabilitation- Instructions only					
			Obtain a Chapter 31 Instruction Letter from the MVP Department.					
9.	Hazl	ewood i	nformation for students using both VA and Hazlewood benefits: Remember to fill out Hazlewood forms and refer to the Hazlewood overview each semester for updated rules, laws, regulations and procedures.					
		□ Му	signature on the reverse side of this form means I agree that I understand the information listed above.					

GI Bill* is a registered trademark of the U.S. Department of Veterans Affairs (VA). Visit the official site at www.benefits.va.gov/aibill.