

# LOUISIANA DELTA COMMUNITY COLLEGE

Division of Student Affairs · Department of Enrollment Services

## VA Certification Form

Dear Veteran Student:

Please present this form to your advisor when registering for classes. References to "Student/Veteran" on this form refers to students receiving Veteran Educational Benefits.

This is to certify that \_\_\_\_\_

NAME OF STUDENT/VETERAN

BANNER ID

Is currently enrolled in the \_\_\_\_\_ 20 \_\_\_\_\_ in the following program: \_\_\_\_\_  
SEMESTER DEGREE & PROGRAM

Please indicate if courses below are (1) additional subjects required to overcome a grade-point deficiency for a degree program, (2) repeated courses for which credits has been previously granted, or (3) deficiency courses needed to complete final admission into degree program.

Comments: \_\_\_\_\_

* COURSE NAME AND NUMBER	CRN Number	SEMESTER HRS.

This student-veteran may take the above subjects in partial fulfillment of the authorized program of study.

I am aware that I am responsible for verifying that these subjects are a requirement (or a creditable elective) of this student-veteran's program, and that the student-veteran will receive full graduate credit for them.

\_\_\_\_\_  
SIGNATURE OF FACULTY ADVISOR

\_\_\_\_\_  
DATE

***I verify that this information is correct and understand that educational pay benefits cannot be authorized until I file this form immediately after completing registration each semester or summer term.***

***I understand that I must notify my campus VA Certifying Official Gwenn Hall as soon as I have either:***

- Registered for coursework
- Withdrawn from any coursework
- Added a class or classes
- Resigned from the college
- Dropped a class or classes
- Changed your major

***I understand that if I add/drop classes, withdraw from classes, or cease attending I may have to repay all or part of the benefits I have received.***

\_\_\_\_\_  
SIGNATURE OF STUDENT/VETERAN

\_\_\_\_\_  
DATE

This file must be submitted to the Enrollment Services/ Student Success Services Office immediately following completion of registration.

## STEPS TO COMPLETE THIS FORM:

Please make certain that the course listed on the front of the form is part of your program of study (major) and your faculty advisor approves them. Veterans Affairs will not pay for course that are not part of your program of study.

### 1. TAKE THIS FORM TO YOUR FACULTY ADVISER

The adviser certifies that you are taking course, which apply, to your program of study.

### 2. CHECK FORM FOR ACCURACY

Please check the form for accuracy and make any necessary changes with your adviser's help.

### 3. SIGN AND DATE THE FORM

### 4. FILE THIS FORM WITH THE OFFICE OF ENROLLMENT SERVICES AT YOUR CAMPUS

(This is your responsibility-your faculty adviser will not be accountable for filing the form.)

*NOTE: LDCC cannot certify your enrollment to the Department of Veterans Affairs Regional Office until the Enrollment Certification Form is filed with the Enrollment Services Office at your campus at the beginning of each school term. Failure to file the form promptly may result in delay and/or termination of educational benefits. Please forward this form to the office below*

Louisiana Delta Community College

Gwenn Hall

Assistant Director of Admissions / VA Certifying Official

318-345-9126

ghall@ladelta.edu

Monroe Campus Enrollment Services 7500 Millhaven Rd. Monroe, LA 71203 318-345-9003	Bastrop Campus Student Success Services 729 Kammell St. Bastrop, LA 71221 318-974-7006	Ruston/Jonesboro Student Success Services 1010 James St. Ruston, LA 71273 318-497-6300/318-480- 5000	Tallulah /Lake Providence Student Success Services 132 Old Hwy 65 South Tallulah, LA 71284 318-474-5200/318-231- 5100	West Monroe Campus Student Success Services 609 Vocational Parkway West Monroe, LA 71292 318-397-6100	Winnsboro Campus Student Success Services 1710 Warren St. Winnsboro, LA 71295 318-367-6200
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