

Office of the Registrar
Request to be Certified with the Veterans'
Educational Assistance Program

_____ Fall _____	_____ Spring _____
Year _____	

Form: R-471
 Revised September 2009

Read thoroughly before completing. A new form is to be completed **EACH** semester a student wishes to receive veterans' educational assistance. **A NEW FORM MUST BE COMPLETED IF ANY COURSE IS ADDED TO THE STUDENT'S SCHEDULE.** Fill in **ALL** requested information. Please **print** or type. Information on VA education benefits is available at www.gibill.va.gov.

1. Last Name		2. First Name		3. Middle Initial		4. Gender		5. VA Program Chapter No.	
6. VA File Number		7. Student ID Number		8. Date of Birth					
9. Mailing Address	Street			10. Phone		Home:		Cell:	
	City State ZIP			11. E-mail					
12. Current Degree (see reverse)		13. Official Major (see reverse)				14. Is this a change of major, or have you attended another school, or has it been more than 6 months since you last attended McNeese? If Yes, attach VA Form 22-1995.			Circle one: Yes No
15. Have you ever declared Academic Bankruptcy or Amnesty? (see reverse)		Circle one: Yes No	16. Have you ever received credit for any course you are enrolled in this semester? (see reverse)		Circle one: Yes No	17. Total number of hours you are enrolled in this semester.		18. Number of hours you are enrolled in this semester that are applicable the major indicated in item 13.	
19. Number of hours you will carry this term that are NOT applicable to the major indicated in item 13.			20. List any courses NOT applicable to your major or those you have already completed successfully.					21. Are you a graduate student?	Circle one: Yes No
								22. If yes, are you enrolled for your thesis?	Circle one: Yes No
23. Are you currently Active Duty, or are you enrolled in 5 hours or less?		Circle one: Yes No	24. If you answered yes to Question 23, you must report the amount of tuition and fees.	\$		25. Do you want Advance Payment?		Circle one: Yes No	If you answered yes to item 25, read and sign the statement below.

My signature below confirms my agreement with the following statements:

I agree and promise to promptly provide written notification to the Certifying Official of the Veterans' Educational Assistance Program in the McNeese Registrar's Office if I stop attending any or all classes, resign, decide not to continue receiving VA benefits, or change my major. I agree to update this form if I add a class or change classes. I understand this is my responsibility and failure to do so could result in an overpayment that will be refundable to the VA.

I realize that credit will not be granted for any course in which I already previously earned credit acceptable for graduation or toward attainment of my objective. I am aware of the number of semester hours in which I must enroll to receive less than one-half, one half, three-fourths, or full-time pay under this program, and that this form must be completed each semester I wish my enrollment status to be certified to VA.

Student's Signature _____ Date _____

Note: Advance Payment requests must be received by the Office of the Registrar 45 days before the semester begins.

I request Advance Payment. I am aware that, if I qualify, I will receive a check at the start of the semester, and that I will not receive another benefit check until 3 or 4 months later.

Signature _____ Date _____

For Office Use Only	
[SPAIDEN] Mark Veteran Field [SFAREGF] R-471 Verified _____ [SGASTDN] Major _____ 1995 Requested _____ [SAAADMS, SOAPCOL, SHAPCMP, SHATERM] Credit Prior Training Blank, None, Pending, List, Reported [SGASTDN] Term _____	Fall / Spring 1 = 12+ = FT 2 = 9-11 = ¾ 3 = 6-8 = ½ 4 = 3-5 = ¼ + Fees 5 = 1-2 = < ¼ + Fees 6 = Graduate

To be Completed and Signed by Faculty Advisor or Major Professor

*** Please read and complete before signing ***

I certify that the above-mentioned student is working toward a _____ **degree** and the **official major** is _____.

I further certify that the student is currently enrolled in a **total of** _____ **semester hours**, of which _____ **semester hours do apply** toward his/her degree program and _____ **semester hours do not apply**. The following course(s) in which this student is enrolled is not required by the major stated above: _____.

 Signature of Faculty Advisor or Major Professor

 Date

Information for Completing Form R-471

If you have never received veterans' educational benefits at any school, you should complete VA Form 22-1990, available at <http://www.vba.va.gov/pubs/educationforms.htm> or in the Assistant Registrar's office located in Kaufman Hall.

Box 5: Use these numbers: 30, 1606, 1607, 33, 35, or 31. If you do not know your chapter number refer to your Certificate of Eligibility or call 1-888-GIBILL-1. The Department of Veterans Affairs administers several educational programs. Each program is referred to by the chapter of the law creating it. Below is a general description of the programs.

Boxes 6 and 7: In most cases the VA File Number is the same as your social security number; however, there are exceptions (i.e. qualified dependents of veterans). It is the student's responsibility to provide accurate information **in both boxes**. **If you do not know your VA File Number, refer to your Certificate of Eligibility or call 1-888-GIBILL-1.**

- **Chapter 30:** The Montgomery GI Bill – Active Duty is the most common and newest program. It is for individuals who have been on Active Duty since 01 July 1985, and who paid into an education fund for one year. Students receive 36 months of full-time benefits.
- **Chapter 33:** The Post 9/11 GI Bill provides financial support for education and housing to individuals with at least 90 days of aggregate service on or after September 11, 2001, or individuals discharged with a service-connected disability after 30 days.
- **Chapter 1606:** The Montgomery GI Bill – Selective Reserves (formerly Chapter 106) is for individuals in the Selected Reserve or National Guard (not on active duty). They must be currently and actively drilling and under a 6-year contract. They are only eligible for benefits as long as they remain in the reserves.
- **Chapter 1607:** REAP (Chapter 1607 of title 10, U.S. Code) is a new benefit providing educational assistance to members of the reserve components – Selected Reserve (Sel Res) and Individual Ready Reserve (IRR) - who are called or ordered to active service in response to a war or national emergency, as declared by the President or Congress. This new program makes certain reservists who were activated for at least 90 days after September 11, 2001 either eligible for education benefits or eligible for increased benefits.
- **Chapter 35:** The Dependents' Educational Assistance Program is the only benefit for individuals without military service. It is for the dependents of a member of the Armed Forces who died while on active duty or as the result of a service-connected disability, or is 100 percent permanently and totally disabled for a service-related reason. Dependents have a VA file or claim number that is related to the parent or spouse under whom they are eligible.
- **Chapter 31:** Vocational Rehabilitation is for disabled veterans who go through a testing process to determine if they are eligible for the benefit. If eligible, the VA sends an Authorization. Full tuition, fees, books, and possibly even parking are paid by the VA to the school. In addition, the student gets a monthly check depending on training status.

Box 9: Do not write "Direct Deposit." It is the student's responsibility to inform the Assistant Registrar's office (475-5625) of **any changes** to the contact information on file.

Box 12: The degree you are currently working toward. Examples include ADN, BA, BS, BSE, MBA, MEd, etc. Ask your advisor or major professor to be certain or refer to the *McNeese Catalog*.

Box 13: The official name of your major. Ask your faculty advisor to be certain or refer to the *McNeese Catalog*.

Box 14: VA Form 22-1995 is available online at <http://www.vba.va.gov/pubs/educationforms.htm> or in the Assistant Registrar's office.

Boxes 15 & 16: You can not receive VA benefits for courses you have already successfully completed regardless of any declaration of academic bankruptcy. If you have already earned a passing grade in a course you are enrolling in this semester, **you must attach a written explanation as to why you are taking it again.**

Box 18: Count only those courses which apply toward completion of your degree plan.

Boxes 19: Count those courses which **do not** apply toward completion of your degree plan.

Box 20: List any course which **does not** apply to completion of your degree plan. Also, list any courses that you have already successfully completed but are repeating, regardless of academic bankruptcy status.

The courses listed below are not applicable to any curriculum at McNeese. **Ask your faculty advisor if you are unsure.**

AGRI 100	ENGR 350	HHP. 126	HHP. 130	HHP. 134	MATH 051	MUSC 600
CHEM 099	ENGR 450	HHP. 127	HHP. 131	HHP. 135	MATH 399	MUSC 602
EDTC 600	ENGR 550	HHP. 128	HHP. 132	HHP. 138	MATH 624	ORIN 102
ENGL 677	HHP. 125	HHP. 129	HHP. 133	HHP. 199	MATH 625	STAT 399

Boxes 23 and 24 Active Duty service personnel and benefits recipients enrolled in 5 semester hours or less must report their tuition and fees.

Box 25 Qualified students may request advance payment which provides payment for the first partial and first whole month of enrollment if requested by the student. To see if you qualify for advance payment, call 1-888-GIBILL-1. The check will be sent to the Assistant Registrar's office and will be given to the student after he or she is registered.

Information on VA education benefits is available at www.gibill.va.gov or 1-888-GIBILL-1. You can also contact the McNeese Assistant Registrar's Office at 337-475-5625.