

Retain for your records

To: Students Receiving Veterans Benefits
From: Office of the University Registrar, Veterans Affairs
Subject: V.A. Benefits - Rules and Regulations

The Veterans Affairs Office would like to inform you of the V.A. rules and regulations that may apply to you. Listed below are some of the V.A. regulations. It is your responsibility to comply with all appropriate regulations.

- A grade point deficit that results in academic dismissal may suspend payment of V.A. benefits.
- This office will notify the V.A. of any (U/Unsatisfactory) grades. These grades may reduce your benefits.
- Do not repeat ANY course for which you have already received credit, unless you did not achieve a minimum acceptable grade and must retake the course to graduate.
- Course registration will be monitored each semester after Drop/Add - DO NOT TAKE ANY COURSE THAT IS NOT A REQUIRED COURSE FOR YOUR DEGREE PROGRAM.
- Do not exceed the minimum number of credits required for graduation.
- Withdrawal (all courses) during a term, except in mitigating cases as approved by the V.A. may result in retroactive termination of benefits, effective the beginning of the term of withdrawal.
- If you drop to part-time after the term has started, the reduction in V.A. benefits may reduce your benefits retroactively to the beginning of the term unless there are mitigating circumstances.
- Graduate students can be certified for courses at the undergraduate level only if the course(s) are required for the degree program.
- Students are required to meet the minimum cumulative grade point average for their academic program.
 1. First term below minimum standards - student is warned.
 2. Second term below minimum standards - V.A. is notified of unsatisfactory progress - **benefits may be terminated until cumulative grade point average meets minimum standards.**

IN ORDER TO INSURE TIMELY AND ACCURATE CERTIFICATION, THE STUDENT RECEIVING V.A. BENEFITS SHOULD KEEP A REQUEST FOR CERTIFICATION OF ENROLLMENT FORM ON FILE WITH THE OFFICE OF THE UNIVERSITY REGISTRAR LOCATED IN 222 CRISER HALL.

The V.A. certifying office should be notified of any changes that will affect current or future certification status:

- Change of program or major
- Change of dates of attendance
- Change in course load (reduction or increase that will effect pay status)
- Withdrawal (all courses)

If you have any questions, please do not hesitate to contact the V.A. certifying office in the Office of the University Registrar, 222 Criser Hall or call 352-392-1374 ext. 7413.