

## **COURSE CERTIFICATION FORM**

This form is to be used to list courses which will permit the student to continue to receive Veterans Administration Educational Benefits. Each veteran student or veteran dependent bears complete responsibility for the prompt reporting of enrollment and attendance in all courses and any changes therein.

a. Public Law 94-502, implemented by Department of Veterans Benefits Circular 20-76-84, Appendix M, revised, effective December 1, 1976, prohibits the Veterans Administration (VA) from paying educational benefits for courses not required for completion of a veteran's educational, professional, or vocational objective. Schools are required to have a system to ensure that credit hours certified to the VA for payment purposes directly apply to the veteran's stated objective.

b. Each VA beneficiary must have a specific objective shown on the enrollment certification. (Reference VA Regulation 14203b).

c. Failure to certify previous credit on enrollment certification. Prior training countable toward a student's objective should be evaluated and reflected in the previous credit section of the enrollment certification submitted to the VA. If the student is a transfer student, the school is allowed one semester to evaluate and notify the VA of prior training credit granted. If the student has been out of school for one year or more, previous credit should again be certified.

d. Courses completed that meet the college's minimum standards for credit toward an objective cannot be repeated and certified to the VA for payment of benefits (Reference Appendix "M" of DVB Circular 20-76-84).

e. Failure to notify the VA when a veteran ceases to maintain satisfactory progress. In accordance with Public Law 95-202 and in compliance with Appendix "O" revised of DVB Circular 20-76-84, this university will report to the VA any veteran or veteran dependent that has received unsatisfactory grades.

f. Failure to report non-punitive grades assigned. In accordance with Public Law 95-202 and compliance with Appendix "O" revised of DVB Circular 20-76-84, this university will report to the VA all non-punitive grades assigned at the termination of each academic semester.

VA \_\_\_\_\_  
GI Bill CH \_\_\_\_\_

# THE UNIVERSITY OF OKLAHOMA

Veteran Student Services

Confirmation of Course Enrollment

Complete this form and sign it to ensure certification for VA Educational benefits  
**INFORMATION BELOW TO BE COMPLETED BY STUDENT**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Semester

\_\_\_\_\_  
Year

\_\_\_\_\_  
Student ID Number

\_\_\_\_\_  
E-Mail Address

\_\_\_\_\_  
Degree Level in Progress (Bachelors, Master, Doctorate)

\_\_\_\_\_  
Current Mailing Address

\_\_\_\_\_  
Major

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
ZIP

\_\_\_\_\_  
Expected Date of Graduation

\_\_\_\_\_  
Daytime Phone #

Department	Course Number	Section Number	Credit Hours	Semester Dates	Repeat Course?
				-	
				-	
				-	
				-	
				-	
				-	
				-	
				-	
				-	

Total: \_\_\_\_\_

I certify that I am enrolled in the courses listed above, that repeated courses are indicated and that I will report any changes in my enrollment to the Veterans Student Services Office immediately. I assume responsibility for attendance in these courses.

\_\_\_\_\_  
Signature of Veteran/Dependent

**INFORMATION BELOW TO BE COMPLETED BY COLLEGE ACADEMIC COUNSELOR.**

I CERTIFY THAT ALL COURSES LISTED ABOVE ARE APPLICABLE TOWARD THE STUDENT'S DEGREE PROGRAM  
(EXCEPT FOR): \_\_\_\_\_

- 1) Total number of hours **required** for the degree program \_\_\_\_\_
- 2) Number of hours student has **completed** toward degree requirements, not counting courses listed above. \_\_\_\_\_

\_\_\_\_\_  
College Academic Counselor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Office phone #