

## GI Bill Student Responsibilities - Ch. 1606, 1607, 30

As a student using CH 1606, 1607, or 30 GI Bill benefits, here are a few things you need to understand. When you sign your certification request, you are stating that you understand it is your responsibility to

- Request certification for each semester you attend ATU and want to use your VA Education Benefits.
- Promptly notify the Certifying Official of
  - any changes in enrollment or degree program once certification has been submitted.
  - any hours you are taking that do not meet degree requirements.
  - any courses you take that have unusual dates.
  - any mid-term course you add after classes start. *We don't know to certify you unless you tell us you added a class.*
  - courses you are repeating. *Courses in which you have already completed and received a grade.*
  - dropping classes because of special circumstances (medical problems, death in the family, job loss, etc). *We can report these to VA when we update your information to show the drop if we have supporting documentation. We are here to help you any way we can, but we have to know what's going on first.*
- Make satisfactory academic progress which is a 2.0 cumulative GPA each semester. Failure to do so may result in academic probation/suspension which can affect future certification for benefits.
- Check ATU email on a regular basis for updates or notifications. Failure to do so may result in delayed certifications or missed deadlines.
- **Verify your attendance monthly using the automated phone system (1-877-823-2378) or the W.A.V.E system ([www.gibill.va.gov/wave/index.do](http://www.gibill.va.gov/wave/index.do)) beginning on last calendar day of each month. VA will not issue payment until you verify.**

You are also stating that you understand VA will NOT pay for

- courses that you don't attend
- certified courses from which you withdraw
- non-required repeated courses
- courses that you complete but receive a grade that will not count towards graduation (Grade of AU, FE, or any grade in a course not required for your official major or minor at the time of certification)

You may owe a debt to VA and/or Arkansas Tech if you

- withdraw from a course at any point
- lower your number of credit hours after you are certified but before the term starts
- are administratively dropped by the school for non-attend, non-pay, or get an F for excessive absences

***Benefits and debt creation are very complicated. If you are changing ANYTHING about your schedule after turning in your form, please come see the certifying officials to avoid incurring an unexpected debt.***