

University of Hawai'i at Mānoa
STATEMENT OF VETERAN'S AND DEPENDENT'S RESPONSIBILITIES

To start my benefits at the University of Hawai'i at Mānoa I am providing a Certificate of Eligibility (COE) or a copy of my VA application until I receive my COE.

Veterans, CH 33, 30, 1607, 1606: 22-1990
Dependents, CH 33 Transfer: 22-1990E
Dependents, CH 35: 22-5490 with file number

Students who claimed benefits at another institution:
22-1995 or 22-5495 in lieu of 22-1990/E or 22-5495.

EACH SEMESTER, I agree:

1. To come to Veterans Services in the Office of the Registrar (QLC 010) and complete the *necessary enrollment information* forms in order to have my courses certified, as I am aware that VA only pays for the minimum number of credits required to complete my degree. Failure to do so will result in the discontinuation of my benefits.
2. To inform Veterans Services in the Office of the Registrar of any/all changes in my academic status (including changes in registration (add/drop), grading option, program/major, and/or complete withdrawal from school), and To inform Veterans Services in the Office of the Registrar of any changes in student status (including tuition rate: residency, WUE). I am aware that any of these changes could result in my having to reimburse the Veterans Affairs (VA) for benefits already received.
3. To inform Veterans Services in the Office of the Registrar of any changes in my name, address, or phone number. (Changes also need to be reported to the VA separately).

I understand that:

1. VA will not pay for courses that do not pertain to my degree, as indicated on my VA application form, including courses that have been previously completed satisfactorily. And, I can only receive benefits for one objective at a time; if I choose to claim benefits for a dual objective, I will need to submit a dual objective proposal to the SAA for approval.
2. I must submit ALL college transcripts to the University for evaluation, including transcripts for military training and education, ASAP because if it is found that transfer credits could have been used to fulfill requirements re-taken, the VA will create an overpayment. This includes providing additional backing documents that may be needed (course description or syllabus). Failure to do so will lead to the suspension of benefits.
3. In order to receive benefits after my sophomore year, I need to declare a degree program/major to Veterans Services in the Office of the Registrar by completing a *Change of Program* form. If I am pursuing a Bachelor (undecided/undeclared), only credits used to complete the Undergraduate General Education Requirements can be certified.
4. Receipt of a non-punitive grade (i.e. W, I) will be reported to the VA if it affects my benefits.
5. Receipt of a failing grade (i.e. F, NC) will result in an inquiry of my instructor for the date of my last class activity or attendance and will be reported to the VA if it affects my benefits.
6. Regardless of the types of benefits I am receiving, I am responsible for any outstanding balance owed to the University and VA.

I CERTIFY THAT I HAVE READ AND UNDERSTAND THE ABOVE INFORMATION.

Signature

Date

Print Name