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UC San Diego VA Notification of Requirements

Please read the following requirements and acknowledge on the VA Enrollment Verification E-Form

- You must be enrolled and registered in courses that satisfy minimum Major/Minor and Graduation Requirements. The Veterans Administration pays benefits for required courses only.
- I understand that I must **SUBMIT AN APPROVED VA ENROLLMENT VERIFICATION EACH QUARTER.**
UNDERGRADUATE APPROVALS: MAJOR DEPARTMENT (and MINOR if declared) AND COLLEGE ACADEMIC ADVISING
GRADUATE/PROFESSIONAL/SCHOOL OF MEDICINE APPROVAL: DEPARTMENT
- **The Department of Veterans Affairs requires UCSD to report all changes in your enrollment status** - adding, dropping or changing classes, which might affect your VA payment. If your classes are changed from the original submitted Enrollment Verification E-Form, a new, completed E-Form is required. Failure to do so may result in overpayment by VA. Overpaid funds must be paid back. **IF MY SCHEDULE CHANGES AFTER SUBMITTING THE ENROLLMENT VERIFICATION E-FORM, I MUST SUBMIT A NEW E-FORM IMMEDIATELY.**
- **UCSD VA Policy of Subject to Disqualification and Academic Dismissal (IMPORTANT, PLEASE READ):**
 1. If your GPA falls below 1.5 for 1 quarter or below 2.0 for 2 consecutive quarters, you will be **“Subject to Disqualification.”** If this occurs, your VA Benefits **will be terminated.** To have them reinstated, you will need to meet with an Academic Advisor and establish an academic plan. You must submit a copy of the Academic Plan to the UCSD Veterans Services Office and request in writing reinstatement/recertification of your benefits.
 2. If you are **disqualified for academic reasons**, your benefits **will be terminated.** You must submit a copy of your college’s approval for re-admission and an Academic Contract before we will reinstate your benefits.
- I understand that grades of W, I, F (or “F” grade with a reported “last date of attendance”) may result in a reduced payment from the VA. Courses for which an “I” (incomplete) is awarded must be completed by the end of the subsequent academic quarter. Otherwise, my entitlement for benefits for that course may be reduced and may result in an overpayment.
- All transcripts from previously attended post-secondary institutions must be submitted to UCSD. UCSD is required to evaluate all prior coursework prior to the third quarter of attendance at UCSD.
- For Chapter 33 recipients, I understand that if I submit a copy of my Certificate of Eligibility prior to the payment deadline, my mandatory registration fees will be automatically deferred. If I am a financial aid recipient, my full financial aid will be refunded to me. If I choose to have financial aid pay my fees rather than receiving the refund, I must notify Student Business Services. *Because my fees will be deferred, I must complete the formal withdrawal process if I decide to cease enrollment and update the Enrollment Verification E-Form.* I am ultimately responsible for paying my fees in the event VA does not submit payment.
- Chapter 30, 1606 and 1607 students must verify enrollment monthly online via Web Automated Verification of Enrollment (WAVE) at the Education Service web site (www.gibill.va.gov). This is not currently required for Chapter 33.

I have read and understand all of the requirements above. I agree to keep the UCSD Veterans Services Office informed of any change in my student status. UCSD’s official means of communication is via email to your UCSD email box. I agree to read and maintain my UCSD email account.