



RESPONSIBILITIES FOR RECIPIENTS OF VETERANS EDUCATIONAL BENEFITS

This document contains important information regarding your Veterans Educational Benefits. Please read the information carefully, return the form to our office as indicated below, and retain a copy for future reference.

As a recipient of Veterans Educational Benefits I understand that:

- If I receive a failing grade (letter grade of "F" or "NC") in any course I will notify my GVSU Veterans Certifying Official in writing of the last date of my attendance in the class. If I do not provide this information, in accordance with VA regulations, the last date of attendance will be determined by the instructor, possibly resulting in me having to **repay** the VA some portion of the benefits I have received.
- I will supply my GVSU Veterans Certifying Official notice of any changes to my schedule once the semester has started.
- Any reduction or termination of my enrollment may cause indebtedness to the VA.
- If I plan to repeat a course I will consult with my GVSU VA Certifying Official.
- I understand that if I am an active reservist or active duty soldier that I must report the receipt of federal tuition assistance or other funding designated specifically for tuition reimbursement to my GVSU Veterans Certifying Official.
- If I graduate or my eligibility for Veterans Educational Benefits expires I will inform my GVSU Veterans Certifying Official.

Please check with your GVSU Veterans Certifying Official if you have questions. Your signature verifies that you have read and understand the contents of this statement of responsibilities.

Name (please print)

G Number

Signature

Date

Please return this form to: Records Office, Grand Valley State University, 150 STU, Allendale MI 49401-9403 or fax to 616-331-2000. If we do not receive this form, we will not be able to certify you for your benefits for future semesters.