

Dear NDMU Student:

Thank you for choosing Notre Dame of Maryland

Notre Dame of Maryland University

V.A. Educational Benefits

DECLARATION OF INTENT

Please notify the Veterans Affairs Representative in the Registrar's Office, of your desire to be certified for receipt of V.A. Educational Benefits for the \_\_\_\_\_ semester. By completing this form, reading and initialing it in Part II, and reading and signing Part III of this form. Failure to complete each item completely will prevent you from receiving benefits for the semester.

Part I: Personal Information

NAME:

\_\_\_\_\_
Last First MI

ADDRESS:

\_\_\_\_\_
Street

\_\_\_\_\_
City State Zipcode

S.S.# \_\_\_\_\_ DOB: \_\_\_\_\_

V.A. FILE NUMBER: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Check one: NEW \_\_\_ RETURNING \_\_\_ TRANSFER \_\_\_

## Part II: Personal Responsibility for Receiving V.A. Benefit (Read and Initial)

- \_\_\_ 1. All courses that are not successfully completed must be reported to the Veterans Administration. Any change in your registration, such as adding or dropping, must be reported to the V.A. Affairs Representative in the Registrar's Office. The Veteran will be given the opportunity to explain why he/she was unable to successfully complete the course(s). Based on this information, the V.A. will either accept the explanation and allow payment of benefits to the date of drop, withdrawal, or failure, or terminate benefits for the course(s) effective the first day of the semester creating an overpayment.
- \_\_\_ 2. Class attendance must be on a regular basis. If you stop attending class, you must officially drop the course(s), and notify the V.A. Affairs Representative in the Registrar's Office of the change in status.
- \_\_\_ 3. You must maintain satisfactory academic progress toward the educational objective of your V.A. Application of Benefits.
- \_\_\_ 4. You must pursue the course work as outlined in the college catalog and as required by department for your selective curriculum. This program must be the same as indicated to the V.A. on the application for benefits. Courses in which a veteran enrolls that are not listed in the catalog will not be certified for benefits.
- \_\_\_ 5. The V.A. will not pay for courses repeated unless the particular course is a graduation requirement, and was not passed the first time attempted.
- \_\_\_ 6. The V.A. will not pay for auditing courses.
- \_\_\_ 7. Credits by examination or for life experience will not be counted toward your enrollment for the receipt of V.A. benefits.