



South Louisiana Community College
Know. Know How.

ENROLLMENT CHANGE FOR VA EDUCATION BENEFITS

Student Name: _____
Last First MI

Student ID: _____ FALL 2015 _____ SPR 2016 _____ SUM 2016 _____

Use this form to report a change in your enrollment status or a change in your tuition and fees assessment occurring after you are certified to receive VA education benefits for any of the terms listed below. Please indicate the term you are submitting a notice of change:

Mark each box which describes the change in your status:

- I certified my enrollment to receive VA education benefits and have now received a reduction or change in my tuition and fees assessment. *Note: Change in assessment after certification may create a debt letter from the Department of Veterans Affairs.*
- I certified my enrollment to receive VA education benefits but have now: **___ increased OR ___ reduced** my enrollment. I am currently registered for _____ hours as of _____.
of hours Date (MM/DD/YYYY)
- I officially changed my declared major to _____ as of _____.
New Declared Major Date (MM/DD/YYYY)
- I withdrew from all enrolled classes as of _____ due to the following mitigating circumstance(s)*
Date (MM/DD/YYYY)
 - Being called to active duty as of: _____
Date (MM/DD/YYYY)
 - Personal health issues as of: _____
Date (MM/DD/YYYY)
 - Other issues as of: _____
Date (MM/DD/YYYY)

**Mitigating Circumstances are unavoidable or unexpected events that directly interfere with a student's pursuit of a course and are beyond his/her control. Students must submit corroborative evidence to substantiate their reasons for being unable to complete a course or courses, or receiving a non-punitive grade.*

- I understand that the college must report any change in my status to the VA as early as possible;
- The Department of Veterans Affairs determines pay issues on a case-by-case basis;
- I may submit a statement with documents which may enable the VA to adjudicate my case favorably.
- I understand this is **NOT** an official withdrawal/drop form and I must submit an official withdrawal/drop form with the Registrar's office.

I certify that I have read all of the information on this form and it is complete and correct.

Student Signature

Date