

Veteran's Obligations and Responsibilities

Student Name: _____ (Please Print)

Student ID: _____

Today's Date: _____

Phone: _____

Please read each statement, then initial on the line provided.

As a recipient of VA education benefits, I understand and agree with the following:

1. I will notify the Burrell College of Health Science (BCHS) Certifying Official (SCO)/Registrar immediately of any changes to my name, address, or phone number.
Initial: _____
2. My primary goal must be to complete an approved degree program.
Initial: _____
3. I must submit official transcripts from all prior colleges, universities, and military training to BCHS before matriculation (AACOMAS submission preferred).
Initial: _____
4. If I receive any funding meant solely for tuition (e.g., scholarships, waivers, reduced tuition), that amount will be deducted from the tuition reported to the VA. This can be adjusted even after initial certification.
Initial: _____
5. Each semester I use VA benefits, I must request certification by emailing the School Certifying Official at registrar@burrell.edu.
Initial: _____
6. I understand enrollment certification takes about 8–10 weeks from submission to VA processing.
Initial: _____
7. Only courses required for my degree will be certified. The VA will not pay for non-required classes.
Initial: _____
8. If I fail a required course, I may recertify it if I repeat it. Successfully completed courses cannot be recertified.
Initial: _____
9. I must sign and submit a BCHS audit or a dated degree plan from my academic advisor to the Military and Veterans Programs. Updated plans may be requested. Without a STAR degree audit or degree plan, I will not be certified.
Initial: _____

Las Cruces, NM Campus
3501 Arrowhead Dr.
Las Cruces, NM 88001

BURRELL COLLEGE of HEALTH SCIENCES

Melbourne, FL Campus
3011 Babcock St.
Melbourne, FL 32901

10. I must report any course changes to the Military and Veterans Programs. Failure to do so may reduce or stop my benefits and delay future certifications.

Initial: _____

Additionally, I am responsible for understanding my specific entitlements:

(Please read and sign below)

- Eligibility is based on service after September 2001 and results in variable payment percentages for tuition/fees, housing (BAH), and books/supplies.
- Books & supplies stipend is capped at \$1,000 per year, based on credit load.
- Active-duty members, those training half-time or less, and distance-only learners are not eligible for BAH.
- Active-duty members are not eligible for the books & supplies stipend.
- Any overpayment of benefits is my responsibility, not BCHS.

Student Name: _____ Date: _____

Student Signature: _____