

2024-2025
ALPENA COMMUNITY COLLEGE
REQUEST FOR CERTIFICATION FOR VETERANS BENEFITS

First Name	Last Name	Social Security No.	
Address	City/ST/Zip	Date of Birth	Phone Number
VA File No.	Chapter 35 only: Qualifying Veteran's First Name		Chapter 35 only: Qualifying Veteran's Last Name

1. **Students will receive benefits only for the enrolled indicated semesters for which they request certification.**
- | | | |
|-------------------------------|-------------------------------|-------------------------------|
| Summer 2024 (May) | Fall 2024 (August) | Spring 2025 (January) |
| Number of Credit Hours: _____ | Number of Credit Hours: _____ | Number of Credit Hours: _____ |

2. **Students must be enrolled in an ACC, VA approved degree program** and take *only the courses required for that program* in order to receive benefits. **Guest students** who are enrolled at other colleges may receive benefits for taking *ACC courses that will transfer towards a degree they are pursuing at that college.*

Degree from ACC – **Check One** AA AS AAS AGS Certificate BS

Degree Program _____

Guest student enrolled at another college

Parent School: _____ Address: _____

3. **Students who have attended another college must have their transcripts sent to ACC as soon as possible for evaluation.** ACC will evaluate transcripts to determine which transfer credits will apply to the student's degree program at ACC. Transfer credits will be included in the student's Program Evaluation, which will also identify the remaining courses and credits required for the student's degree program at ACC. *The College is required to notify the VA of the transfer credit granted* as this affects the training time needed to complete a degree objective. Submission of transcripts is not required of guest students. List each College or University attended below.

College/University	Address	Mo./Yr Start	Mo./Yr End	Credits Earned	Degree Earned

4. **Students receiving VA education benefits must notify the ACC Coordinator of Veterans Affairs immediately upon withdrawing from a class or discontinuing attendance in a class.** *The College is required to notify the VA of the student's last date of attendance in classes.*
5. **Students receiving benefits must maintain minimum academic standards as defined in the Veterans Standards of Progress in the College catalog.**

****I HAVE READ THE ABOVE GUIDELINES AND AGREE TO OBSERVE THEM AS STATED****

X Student Signature	Date
------------------------	------

Return this request and all other required forms/paperwork to:

Amanda Belusar, VA Certifying Official, Alpena Community College, Van Lare Hall 107, Alpena, MI 49707