

The completion of this form authorizes Veterans Services to provide required information and certify your enrollment at AU for a specific semester to the US Department of Veterans Affairs (DVA), Department of Defense Branches (DOD) or VR&ECounsel or (Under Chapters 30, 32, 33, or 35, 31 Title 38, USC or Chapter 1606, 1607 Title 10 USC)

AU ID# _____ Last 4 Digits of Social Security # _____ Email Address _____

Last/Family Name _____ First Name _____

Middle Name _____ Maiden/Previous Name(s) _____

Home Street Address _____

City _____ State _____ Zip/Postal Code _____ Country _____

Is this a change of address since the last time you received educational benefits? • Yes • No

Telephone Number _____

~~PLEASE CHECK THE APPROPRIATE CATEGORY:~~

** • Ch 30 Montgomery GI Bill—Active Duty (MGIB)

** • Ch 1606 Montgomery GI Bill—Selected Reserve (MGIB-SR)

* • Ch 31 Vocational Rehabilitation

• Ch 33 Post—9/11 GI Bill

Course Registration Guidelines for Veterans

Office of Veterans Services
 Andrews University
 Administration Building 1st Floor

Phone: 1-269-471-3286
 Email: veterans@andrews.edu
 Fax: 1-269-471-3228

COURSE APPLICABILITY OR CERTIFICATION

Only credits that apply toward completion of the student's degree program can be certified for VA purposes. Ex.: If 12 credit hours are certified, all 12 must apply. If a student enrolls for 12 credits but only 9 satisfy degree requirements, only 9 credits will be certified. There are two exceptions to the rule.

- f The last semester before graduation, all credit hours taken can be certified if one or more of the credits satisfy a graduation requirement. Last means last. There is only one last semester.
- f If a substitution is requested and approved for a degree requirement, VA will allow the substitution.

REPEATING COURSES

- f Courses that are failed or for which the grade does not meet minimum requirements for graduation may be certified for VA purposes if they are repeated.
- f Courses that are successfully completed may not be certified for VA purposes if they are repeated. If students choose to take additional courses to raise their GPA to graduate, the courses must not have already been successfully completed and can only be taken during the last semester.

CREDIT HOURS AND CLASS LOADS DURING ACADEMIC SEMESTER

Andrews University Credit Hours for Class Loads			
Program/Level	Full-time	3/4-time	1/2-time
Undergraduate	12+	9-11	6-8
Graduate	8+	6-7	4-5
Master of Divinity	9+	6.75	4.5-6.74

VA TRAINING TIME REQUIREMENTS FOR VA EDUCATIONAL BENEFITS (Standard Semester Term)*

Undergraduate (Training Time)