

**Michigan State University  
Office of the Registrar  
Enrollment Certification Request**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ MSU PID: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ MSU Email: \_\_\_\_\_@msu.edu

Degree Program: \_\_\_\_\_ Currently Active Duty Military? Yes No

Have you applied for education benefits with the VA? Yes No

Have you used your benefits at another institution? Yes No

**Please select the benefit being utilized:**

\_\_\_\_ Chapter 1606    **Montgomery GI Bill – Selected Reserves**  
\_\_\_\_ Chapter 30    **Montgomery GI Bill – Active Duty**  
\_\_\_\_ Chapter 31    **Veteran Readiness & Employment** Name of VA Case Manager \_\_\_\_\_  
\_\_\_\_ Chapter 33    **Post 9/11 GI Bill**    \_\_\_\_\_ Service Member    \_\_\_\_\_ Spouse    \_\_\_\_\_ Dependent  
\_\_\_\_ Chapter 35    **Survivors' & Dependents' Assistance**    VA File Number \_\_\_\_\_  
Service Member's Name \_\_\_\_\_

**List any additional aid that is tuition specific below. (Examples – Federal Tuition Assistance, Graduate Assistantship, Fellowship, MSU Faculty/Staff course fee courtesy).**

\_\_\_\_\_

- It is my responsibility to ensure that I have enrolled in the proper courses in accordance with my degree program.
- Enrollment in an unauthorized repeat course(s) will not be certified with the VA.
- It is my responsible to promptly notify the veteran Certification Office of any registration changes. Any reduction or termination of my enrollment may create a debt with the VA.
- I understand that MSU certifies enrollment based on course dates.
- I understand that any unofficial withdrawal prior to the end of the term will be reported to the VA with the last date of attendance.
- I understand that I must report any federal tuition assistance or other aid to the Veteran Certification Office.

**My signature below confirms that I agree to abide to the guidelines printed above, and have been provided with MSU's VA Enrollment Guidelines.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Submit completed form to the Veteran Certification Office, Hannah Administration Building, 426 Auditorium Road, Room 150, East Lansing, MI 48824, Fax (517)432-3347, telephone (517)355-5032.