

Main Campus VA Class Schedule Certification

Fall 20__ Spring 20__ Summer 20__

Submit this form & a copy of your class schedule to the CNM VA office.

Section A: To be completed by the student. Please write legibly.

Name: _____
 Last *First* *MI*

SSN: _____

Student ID: _____

Mailing address: _____

CNM Program: _____

Concentration: _____

Unit/Apt # City/State ZIP

Phone: _____

VA Eligibility: Ch. 30—Montgomery GI Bill Ch. 31—Vocational Rehab Ch. 33—Post 9/11 _____%
 Ch. 35—Dependent VA file/payee #: _____ Ch. 1606—Reserves/Guard Ch. 1607—REAP

Student Status: (Select one)

Continuing CNM Student New Student Guest Student—Parent School: _____
 Transfer Student: Did you submit a Change of Program/Place of Training or reapply for VA benefits? Yes No

Yes	No	Please complete each question
		1. Have you submitted all academic transcripts from previously attended schools (Military Included)? (Reminder: Transcripts must be turned in to the CNM Records Department within your first two terms.)
		2. Will you be graduating this term in the program that you are declaring?

Submitting a class schedule to a CNM VA representative does not immediately guarantee that all courses are eligible to be certified. In the event that a course or courses are not certifiable, you will be notified via your myCNM Financial Aid tab. Also, making any changes after your schedule has been certified may delay future payments or may result in an overpayment. **Please remember to monitor your Financial Aid tab in your myCNM for any VA discrepancies. Any VA related discrepancies may delay your certification.**

Student Signature: _____ Date: _____

Section B: To be completed by a VA representative.

Yes	No	Schedule analysis
		1. Is the student enrolled in any developmental courses? If so, please list the course(s). _____ Students must see an academic advisor to verify if developmental courses are needed. Check box <input type="checkbox"/> if remedial courses for declared program were previously verified.
		2. Are any of the developmental courses online or self-paced?
		3. Are there any courses that cannot be certified? If so please list the course(s): _____ Student Contacted <input type="checkbox"/> Yes <input type="checkbox"/> No Date: _____
		4. Does the students schedule reflect in-state residency?
		5. (Chapter 33 only) Is the student rated less than 100%? If so, the student needs to make payment arrangements in order to submit a class schedule for certification?
		6. Have the student's military transcripts been received and reviewed in Banner (SOAPCOL)? If not, have the student submit another request and provide a screenshot or fax confirmation with this certification.

Work Study Signature: _____ Date: _____

Veterans Educational Benefits Class Schedule Exceptions TO BE COMPLETED BY A CNM ACADEMIC ADVISOR

Note: The VA cannot certify developmental classes taken via distance learning.

4.) Developmental Education Courses (courses numbered 1000 or below)

VA will not certify courses below Accuplacer/ACT/SAT/or College transfer credit placement.

Highest course placement (**not scores**) based on Banner SOATEST within the last 5 years.

MATH _____ IRW _____

Highest developmental courses required for the declared CNM major: MATH_____, IRW_____

VA will not certify courses above highest developmental course required for the declared CNM major.

VA Eligible Developmental Courses: **MATH 0970, MATH 0980**
 IRW 0970, IRW 0980
 ESOL 0551, ESOL 0971, ESOL 0981

5.) Prerequisites/Courses not listed on GEC or courses previously taken

Course on Schedule Not Listed as a Required Course on the GEC	List Course on GEC it is a Prerequisite/Corequisite for

Is this course required as an elective for this student to graduate? Yes No (Review GEC, SHACRSE & SHATRNS)

Has the student received a passing grade at CNM or any other institute for the course(s) listed on attached class schedule? (Review SHATRNS & SHACRSE) Yes No Transcripts are pending (Review SOAPCOL)
 If yes, please list course(s) _____

6.) Change of Program (Instructions on how to print out your CAPP report)

- | | |
|--|--|
| <ul style="list-style-type: none"> ✓ Log online to www.cnm.edu ✓ Click on myCNM and log on to your account ✓ Click on Graduation tab ✓ In Graduation screen click on
<u>Online Certificate and Degree Evaluation</u> ✓ Select Current Term ✓ Click on What-If-Analysis ✓ Select Entry term (Catalog year) ✓ Select Your New Program | <ul style="list-style-type: none"> ✓ Click Add more if your program offers Concentrations ✓ Select Concentration ✓ Click Submit ✓ Evaluation term will be Current Term ✓ Click on Generate Request ✓ Select Detail Requirement ✓ Print Report in Landscape View ✓ Submit CAPP report to VA Rep |
|--|--|

Comments: _____

NOTE: Academic Advisement is not based on VA Benefits Eligibility. Students with any VA Benefit questions should contact, their VA Representative @ 224-4VET

CNM Academic Advisor Signature: _____ **Print Name:** _____

CNM Phone Ext: _____ **Date:** _____