Enrollment Change for
VA Education Benefits

Student Name: ____________________________________________

Last Name: ____________________________________________  First Name: ___________________________  MI: ___________________________

UIN: ___________________________  □ Fall 2015  □ Spring 2016  □ Summer 2016  
(Number on I-Card or Admissions Letter)

Use this form to report a change in your enrollment status or a change in your tuition and fees assessment occurring after you are certified to receive VA education benefits for any of the terms listed below. Please indicate the term you are submitting a notice of change:

Check each box which describes the change in your status:

☐ I certified my enrollment to receive VA education benefits and have now received a reduction or change in my tuition and fees assessment. Note: Change in assessment after certification may create a debt letter from the Department of Veterans Affairs.

☐ I certified my enrollment to receive VA education benefits but have now increased or reduced my enrollment: I am currently registered for _________ hours as of ____________________.

☐ I officially changed my declared major to ______________________________ as of ____________________.

☐ I withdrew from all enrolled classes as of: ____________________ due to the following mitigating circumstance(s)*:

☐ Being called to active duty as of: ____________________

☐ Personal health issues as of: ____________________

☐ Other issues as of: ____________________

*Mitigating Circumstances are unavoidable or unexpected events that directly interfere with a student’s pursuit of a course and are beyond his/her control. Students must submit corroborative evidence to substantiate their reasons for being unable to complete a course or courses, or receiving a non-punitive grade.

● I understand that the University must report any change in my status to the VA as early as possible.
● The Department of Veterans Affairs determines pay issues on a case-by-case basis.
● I may submit a statement with documents which may enable the VA to adjudicate my case favorably.

I certify that I have read all of the information on this form and it is complete and correct.

__________________________________  __________________________
Student Signature  Date

www.osfa.illinois.edu  Email: osfaveterans@illinois.edu  Fax: (217) 265-5516