

Enrollment Change for VA Education Benefits

Office of Student Financial Aid
 University of Illinois at Urbana-Champaign
 620 East John Street – MC 303
 Champaign, IL 61820-5712
 Fax (217) 265-5516 Phone (217) 333-0100

Student Name: _____ UIN: _____
Last First (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 after you are certified to receive VA education benefits for any of the terms listed below.

Fall _____ Winter _____ Spring _____ Summer _____
*I am reporting an enrollment change for the **ONE term** selected above.*

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**
 I am currently registered for _____ hours as of _____.
Number of hours Date (MM/DD/YYYY)
- I officially changed my declared major to _____ as of _____.
New Declared Major Date (MM/DD/YYYY)
I will complete and submit the Change of Program or Place of Training (VA Form 22-1995) or the Change of Program or Place of Training Survivors' and Dependents' (VA Form 22-5495). These forms are also available at www.osfa.illinois.edu under Forms.
- I withdrew from all enrolled classes as of: _____ due to the following mitigating circumstance(s)*:
Date (MM/DD/YYYY)
- Being called to active duty as of: _____
Date (MM/DD/YYYY)
- Personal health issues as of: _____
Date (MM/DD/YYYY)
- Other issues as of: _____
Date (MM/DD/YYYY)

**Mitigating Circumstances are unavoidable or unexpected events that directly interfere with a student's pursuit of a course and are beyond their 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 Office of Student Financial Aid must report any change in my status to the VA.
- The Department of Veterans Affairs determines debts on an individual basis.
- I may submit a personal statement with supporting documents outlining mitigating circumstances.

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

 Student Signature

 Date

Please do not email documents to our office. Completed documents should be uploaded directly to UI-Integrate Self-Service. For instructions on how to access and upload documents please visit <https://osfa.illinois.edu/DocumentUpload>. After you have uploaded your documents, you may confirm receipt within 3 business days at <https://osfa.illinois.edu/process/checking-your-status>.