



Veterans Services Office
(360) 650-3324

veteran.services@wwu.edu

Student Veteran and Dependent Orientation Worksheet

Name: WWU Id:

1. I understand under the Privacy Act of 1974, no one shall have access to my personal information or records without written consent.
2. I understand I must report all changes in my address, phone number, plan of study, student status, including any schedule changes, to the VSO to avoid interruption of benefits.
3. I understand I must inform the VSO of my course schedule every quarter upon registration and submit a certification request to the VSO to avoid interruption of benefits. The certification request can be found online at <https://wp.wwu.edu/veteranservices/>.
4. I understand I must declare my major at the start of my junior year (90 Credits) and submit a signed plan of study from my department to the VSO to avoid interruption of my benefits.
5. I understand I will not receive VA educational benefits for any classes that do not fulfill either my major requirements, or university graduation requirements.
6. I understand prior to further certification I will be required to meet with an advisor for any quarter my GPA falls below 2.00, this appointment will be made by the VSO.
7. I understand I am responsible to check my student account on a regular basis. It is my responsibility to inform the VSO of any outstanding balance owing on my account.
8. I understand I am responsible to regularly check my WWU email for official VSO communications.

Signature

Date



Students Receiving Veteran's Benefits Advising Guidelines



- All students receiving VA benefits must take at least 12 credits to receive their full monthly living stipend.
 - Monthly stipend payments will be pro-rated for students taking less than 12 credits.
 - Students must be registered for 7 or more credits to receive a monthly living stipend.
- Students using VA benefits during the summer quarter must take a course load equal to or greater than the course length.
 - Ex: Students taking a 6-week course will need to take at least a 6-credit course load in order to receive their full monthly stipend.
- Online and correspondence courses can be certified (meaning tuition for these courses will be covered by the VA and count toward the credit total used to determine stipend). For a student to receive their full monthly living stipend they must have at least one on-campus class per quarter. **(Face-to-Face or Hybrid)**
- Math 99 can be certified (meaning tuition for these courses will be covered by the VA and count toward the credit total used to determine stipend) if the student has taken the Math Placement Test and is placed into Math 99.
- Before registering for a course that DOES NOT count toward the major, minor, or GURs, a student should first consult with the Veterans Services Office. Electives may not be covered by the VA.
- If the department for the major or minor allows substitutions for program requirements, VA will allow those course substitutions.
- Prerequisites to courses required in the major can be certified (meaning tuition for these courses will be covered by the VA and count toward the credit total used to determine stipend).
- PE courses **CANNOT** be certified (meaning tuition for these courses will **NOT** be covered by the VA and **NOT** count toward the credit total used to determine stipend) **UNLESS** they are required for their major: Kinesiology/Recreation.
- For any questions students should be directed to the Veterans Services Office located in WL 165 or by calling (360)-650-3324.