



NORTHLAND PIONEER COLLEGE wishes to inform and document veterans on benefits, and that he/she has certain responsibilities in the attainment of Veteran's Benefits. **If denied VA Educational Benefits, the veteran will need to follow established payment plan policy.**

Please **read** the following student/veteran list of responsibilities, **sign**, and **return** one copy to the VETERANS OFFICE, NORTHLAND PIONEER COLLEGE, P.O. BOX 610, HOLBROOK, AZ 86025. If you have any questions regarding your rights or responsibilities, please call the NPC Veterans Office at (800) 266-7845, ext. 7469 (local at 928-524-7469), or the Veterans Administration in Muskogee, OK at (888) 442-4551. Thank You.

VETERAN/ELIGIBLE MEMBER NAME \_\_\_\_\_

PLEASE PRINT

ADDRESS \_\_\_\_\_

NPC ID # \_\_\_\_\_ VA# \_\_\_\_\_

I, \_\_\_\_\_, an NPC student, utilizing Veteran Educational Benefits, understand and document that I have certain responsibilities regarding the utilization of these benefits. These acknowledged responsibilities are:

Initials

- \_\_\_\_\_ 1. I must submit all appropriate Veteran applications and/or supporting documentation for necessary benefits, and will communicate as necessary with NPC Veterans Office.
- \_\_\_\_\_ 2. I must, if a transfer student, have all prior institutional transcripts, and a NPC DEGREE declared at the conclusion of one semester of study, or NPC will not certify me for educational benefits the following semester.
- \_\_\_\_\_ 3. I understand that all "I" (incomplete grades) automatically become "F" (fail) if not removed within one semester.
- \_\_\_\_\_ 4. I understand that after the 45th day I must withdraw from a course, using a drop/add form signed by an instructor, indicating date of last attendance in class.
- \_\_\_\_\_ 5. **I understand that the Veterans Administration will not pay for "W" (withdrawals), and that my benefits will be adjusted downward depending on my enrollment status.**
- \_\_\_\_\_ 6. **I understand that if I drop a course, but continue to receive benefits, the VA will request the overpayment back with interest.**
- \_\_\_\_\_ 7. I understand that mitigating circumstances are sometimes allowed when I drop a course for good reason, such as illness, job transfer, etc.
- \_\_\_\_\_ 8. I understand that I am equally responsible, as is NPC, in making sure of my correct enrollment status and certification of such to the Veterans Administration.
- \_\_\_\_\_ 9. I understand that each semester I am requesting benefits, I must notify the NPC Veterans Office via an Enrollment Status Report form.
- \_\_\_\_\_ 10. I understand that once I have attained 63 hours, NPC will put me on "RESTRICTED STATUS" alert. I understand that the Veterans Administration and NPC Veterans Office defines restricted status as 64 hours, and I will be enrolled only for the course necessary to complete my degree.
- \_\_\_\_\_ 11. I understand that monthly benefit checks take 8 to 10 weeks to generate, and that checks are usually post-payment, meaning checks are paid after a month of class attendance.
- \_\_\_\_\_ 12. I must make academic progress, which is satisfactory completion with grades of A, B, C, or P.

**Print**

By initialing and submitting this completed form I understand and agree to the terms outlined in this Compliance Agreement.

**Submit**

Clicking **Submit** sends this form to NPC's VA Certifying Official

**PUBLIC NOTICE OF NONDISCRIMINATION:** Northland Pioneer College does not discriminate on the basis of race, color, national origin, veteran status, religion, marital status, gender, age or disability in admission or access to, or treatment or employment in its educational programs or activities. District grievance procedures will be followed for compliance with Title IX and Section 504 requirements. The Affirmative Action Compliance Officer is the Director of Human Resources, 2251 E. Navajo Blvd., Holbrook, Arizona 86025, (800) 266-7845. The Section 504 Compliance Officer is the Coordinator of Disability Resource and Access, 1001 W. Deuce of Clubs, Show Low, Arizona 85901, (800) 266-7845. The lack of English language skills will not be a barrier to admission and participation in vocational education programs. Revised 9-12-14