



MILITARY AND VETERANS COURSE CERTIFICATION ADJUSTMENT FORM

(This form is to be used solely for the purpose of reporting changes to your class schedule
ONLY if you have already submitted certification this semester.)

I understand and agree to the following conditions:

1. If I withdraw from class after the tuition refund date, I will provide the last date of attendance.
2. If I have mitigating circumstances for the withdrawal, I will submit a copy of VA Form 214128 to the Veterans Advisor for processing. Otherwise, I may receive an overpayment.
3. I must report any changes in enrollment to the Veterans Advisor for review.
4. I must submit an Adjustment Form and a current class schedule to report all adds/drops/withdrawals/class cancellations and changes of program to the Veterans Advisor.

Last Name	First Name	Student ID Number	Semester
Contact Phone Number		Email	
Student Signature		Date	

Subject (ENG)	Course # (111)	Section (02)	Credit Hrs (3)	Add (A)	Drop (D)	Withdraw (W)	Audit (A)	Date of Adjustment/ Last Date of Attendance

VETERANS SERVICES USE ONLY

Adjustment: From ____ credits to ____ credits Effective Date: _____ Date Processed: _____

Termination Reason: _____ Effective Date: _____ Date Processed: _____

SCO: _____ Date: _____