

**SANS Technology Institute**  
**Veterans Benefits Course Certification Request Form**  
 Email form to VABenefits@sans.edu

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Name (Last)

(First)

SANS ID Number: \_\_\_\_\_

<b>Chapter</b> Please mark one	<input type="radio"/> Ch 33: Post- 9/11 GI Bill <input type="radio"/> Ch 30: Montgomery GI Bill <input type="radio"/> Ch 31: Voc Rehab - Please submit your 1905	<input type="radio"/> Ch 1606: MGIB-SR  <input type="radio"/> Other: _____
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Course (Ex: ISE 5401): \_\_\_\_\_

Modality (Check One):

SANS Live SANS OnDemand SANS vLive	SANS Simulcast Other/STI assignment course distance
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Course Start Date: \_\_\_\_\_

1. Are you on Active Duty?  
Yes      No
2. What program are you currently pursuing?  
 (MSISE/MSISM/Certificate in...) \_\_\_\_\_
3. Will you be receiving additional tuition aid (employer, etc.)?  
Yes      No

**↓ Read and Acknowledge Important Information About Your Benefits ↓**

1. By completing and submitting this form, you are asking us to certify this course with the VA.
2. Your certification is based on classes counting toward your current degree. Once certified, changes to your schedule will be reported to the VA.
3. It is your responsibility to ensure classes count toward your degree. Please stick to the courses listed in your academic plan, provided by your student advisor.
4. If you have questions about how your benefits were paid to you, contact the VA directly at 888-442-4551. If you have questions about how your classes were certified, email VAbenefits@sans.edu.
5. If you receive a scholarship or other funds earmarked solely for tuition, we will deduct that amount from the tuition that we certify with the VA. If such funds come in after we certify you, we will update your tuition amount with the VA.
6. The VA will mail an award letter to the address they have on file. Please ensure your address with the VA is up to date, maintain awareness of your remaining benefits, and communicate

those remaining benefits with your student advisor.

7. The VA will send you an email acknowledgement when we certify you or report any changes.
8. **You are responsible for all outstanding charges remaining on your account not covered by the VA or other sources. Payment is expected no later than the end of the course.**

I authorize the release of any information, including but not limited to information pertaining to my academic progress, attendance and conduct, between the United States Department of Veterans Affairs and the SANS Technology Institute for the purposes of administering veterans education program benefits.

I am enrolled in the above-indicated program and have registered for the above-listed graduate course. Failure to report changes may result in processing delays, over-payments or discontinuance of my veterans education program benefits. An "Incomplete" course may result in a retroactive adjustment in training time and or benefit payments. I will regularly attend class and engage in relevant work, and meet the prescribed standards and conduct for all courses.

Signature	Date