



Veterans Educational Benefit (VA) Agreement Form

Semester:

Name:

MBU ID Number:

Mailing Address:

Email Address:

Phone #:

Degree/Major:

VA Benefit Type:

Are you currently on active duty? Yes No

Have you changed your major? Yes No

Choose one of the following:

I have attached with my form a current degree audit that lists my courses for the term. To obtain your degree audit, follow the below instructions:

Finding the Degree Audits

To find the new degree audit module in your myMBU account, follow steps 1-4 below:

1. Log in to your myMBU account.
2. Select the My Academics menu option on the top banner.

My Academics

3. Select the Program Progress menu option on the left-hand menu.

Program Progress

4. In the Degree Progress section, select the yellow View All Details link.

View All Details

I am a Graduate student with a specific course progression and do not have a degree audit. Note: The SCO will verify and follow up with you if anything additional is required.

If this is your first semester at MBU or first semester using benefits, please attach a complete copy of your certificate of eligibility if you have not already provided it.

Reminder: Benefits cannot be certified beyond your sophomore year (you have earned 57 or more credits) unless a major is declared. Only "General Education" courses can be certified prior to the declaration of a major.

By signing below, you understand that:

- You are responsible for reporting all adds, drops, and changes to your enrollment to the Mary Baldwin University School Certifying Official (SCO), who will subsequently report the change to the VA.
- If you drop a class, do not finish a class, choose "NC" for a class, or withdraw from the university, you may owe money to MBU or be subject to repayment of benefits to the VA. Any changes in enrollment must be reported to the SCO.
- You will not receive benefits for courses for which you have previously earned credit.
- You will not receive benefits for courses that do not apply toward general education requirements or degree completion in your chosen major.
- If the VA overpays on your account, you may owe funds back to the VA or MBU.
- If you have Chapter 33 benefits, you must contact the VA every month to verify your enrollment.

Student signature: _____ Date: _____

Please return this form with a copy of your degree audit to the Financial Aid Office or via email at finaid@marybaldwin.edu. This form and your degree audit are required to certify your VA benefits.