

Submit forms utilizing one of the options below. Note: email is not a secure form of communication, do not submit documents via email.

- Electronically via the Secure Document Upload Center - financialaid.buffalo.edu/forms/documentation-upload-center/. Submit your .pdf, .jpg, .jpeg, or .docx files with your UB Person Number included in the file name.
- Fax to 716-645-6566
- By mail to Financial Aid at 1Capen, Capen Hall, Buffalo, NY 14260

First Name: _____ Last Name: _____ Person Number: _____

◆ **Check one:** New Request for the term Updated Request for the term (due to drop/add/program/benefit change)

Student Enrollment Verification

Number of registered credit hours per campus: North: _____ South: _____ Medical: _____ Online: _____

Is this your last term of study? Yes No

Are you meeting Satisfactory Academic Progress (SAP)? Yes No

Are you planning to enroll in UB Medical Insurance? Yes No

NOTE: An annual medical insurance fee will be automatically billed to all full-time students in the fall semester. By providing proof of coverage under an alternative plan and submitting a fee waiver request with the Student Medical Insurance Office, this charge may be waived.

Student Degree Verification

Undergraduate Academic Level: Freshman Sophomore Junior* Senior* **Must be in an APPROVED major*

Current Major: _____ Is this a change since last semester? Yes No

Graduate Degree Program: Certificate Masters Doctorate Professional

Current Major: _____ Is this a change since last semester? Yes No

VA Education Benefit Information

Eligible Benefit Program:

- Chapter 30: Montgomery GI Bill® – Active Duty
- Chapter 31: Veteran Readiness and Employment (VR&E)

NOTES: UB must receive an electronic authorization form from your VR&E counselor in order to process your enrollment certification request. Additionally, students receiving Chapter 31 benefits are not eligible to receive NYS TAP or VTA funds.

- Chapter 33: Post-9/11 GI Bill® Chapter 33D: Dependent – Post-9/11 GI Bill®

- Percent of Maximum Benefit Payable: _____ %
- Do you plan to apply for the NYS Tuition Assistance Program (TAP)? Yes No
- Do you plan to apply for the NYS Veterans Tuition Assistance (VTA)? Yes No

NOTE: Students receiving 100% Chapter 33 are not eligible to receive NYS TAP or VTA funds.

- Chapter 35: Survivors' and Dependents' Educational Assistance (DEA)

VA File#: _____ (will be the VA's SS#)

- Chapter 1606: Montgomery GI Bill® – Selected Reserve (SR)

NOTE: If applying for *Tuition Assistance (TA)*, a Department of Defense program, please contact [Student Accounts](#) for guidance on the process.

***All students requesting enrollment certification must complete the **VA Rights and Responsibilities** activity on their Student HUB available within a week of submitting this form.

Signature: _____ Date (required): _____
(Signature cannot be typed)