



**Questions? Contact:**  
 Veteran Services  
[veterans@greenriver.edu](mailto:veterans@greenriver.edu)  
 253-288-3452

# QUARTERLY ENROLLMENT REQUEST

Due upon registering for classes.  
 Submit via Veteran Services Canvas Assignments

**Instructions:** List all classes you are requesting to certify including any waitlisted courses.  
 Note: Waitlisted class(es) will be reviewed but not officially certified until you are registered for the class(es) & have notified Veteran Services.  
**Per VA Rules, remedial (below 100 level) courses taught in online or hybrid learning modality cannot be certified for benefits.**

**Section 1**

Name	cteLink Student ID	
Email Address	Phone Number	
1. Program of Study	2. Student Enrollment Status	
3. VA Benefit	4. Quarter	5. Year

**Section 2**

Course ID (e.g., ENGL&101)	Section (e.g., DEA)	Class Number (e.g., 12345)	Number of Units (Credits)	Instruction Mode	Waitlisted?

**Section 3**

Student Acknowledgement: Please carefully review and initial the following statements (applicable to all students)	
	1. I understand that this form is only used for certification purposes. It is my responsibility to consult with an academic advisor if I have questions regarding class selection and/or graduation requirements.
	2. I understand that the VA will only pay for courses that are <b>REQUIRED</b> for graduation from my program of study at GRC. I acknowledge that I have reviewed my Academic Advisement Report prior this request.
	3. I understand that if I'm certified for classes that are later found unnecessary due to previously earned credits from another institution, my certification will be reduced per the VA. I will be in overpayment status with the VA and/or GRC and will owe back any excess funding received.
	4. I understand I must submit my Quarterly Enrollment Request (QER) form to Veteran Services <b>EVERY QUARTER</b> via Canvas Assignments if I want the VA to pay for my education.
	5. I understand that if changes are made to my schedule, I must notify Veteran Services as soon as possible and adjustments to my certification may take additional time for processing.
	6. I understand that a Veteran Tuition Hold will not be placed on my student account if I do not have a Certificate of Eligibility or Statement of Benefits on file <b>and</b> have not submitted my QER for the quarter.

For Post 9/11®, Post 9/11® Transfer, and Fry Scholarship students only: In <u>addition</u> to the above, please carefully review and acknowledge the following:	
	7. I understand that Online and Hybrid/Zoom classes are considered "Distance Learning" for VA purposes. I also understand to receive my full housing allowance entitlement, I must be certified as full-time and attend at least one required in-person lecture class for my degree.

<b>Student typed name or signature</b>	<b>Date</b>
This document is available in alternative formats to individuals with disabilities by contacting Disability Support Services at 253-931-6460; TTY 253-288-3359; or by email at <a href="mailto:dss@greenriver.edu">dss@greenriver.edu</a> . Green River College is an equal opportunity educator and employer. Learn more at <a href="http://www.greenriver.edu/accessibility">www.greenriver.edu/accessibility</a> . "GI Bill®" is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <a href="https://www.benefits.va.gov/gibill">https:// www.benefits.va.gov/gibill</a> ."	