

Intent to Enroll/Verification of Enrollment Request (IEVER)

Name (Last Name, First Name, Middle Initial)		Student ID#
Address		Phone #
Email Address	Date of Birth	
VA Education Benefits Chapter	VA File No.	SSN (Required to complete certification online)

I have submitted to the UMHS Office of the Registrar a copy of:  
 VA Education Benefits Application \_\_\_\_\_ (Veterans VA Form 22-1990; dependents VA Form 22-5490; ToE students VA-Form 22-1990e)  
**Or**  
 VA Change of Program/Place of Training Application \_\_\_\_\_ (Veterans and ToE students VA Form 22-1995; dependents VA Form 22-5495)

I intend to enroll in the \_\_\_\_\_ semester beginning on \_\_\_\_\_  
 (Semester #) (Date)

**Or**  
 I am currently enrolled and have changed my status to:

Withdrawn: \_\_\_\_\_ Last Date of Attendance: \_\_\_\_\_  
 (Must complete a withdrawal form and submit to the Office of the Registrar)

ALOA: \_\_\_\_\_ Last Date of Attendance: \_\_\_\_\_ Returning on: \_\_\_\_\_ to Semester #: \_\_\_\_\_  
 (Must complete an ALOA form and submit to the Office of the Registrar)

Vacation: \_\_\_\_\_ Last Date of 5th Semester: \_\_\_\_\_  
 (Only after 5th semester to prepare for USMLE- may extend into a Temporary Withdrawn status)

Less than Full-time: \_\_\_\_\_ Repeating Coursework: \_\_\_\_\_ Graduate: \_\_\_\_\_ Date: \_\_\_\_\_

By submitting this form, I request that UMHS either 1) verify my enrollment or 2) verify that there has been a change in my enrollment status to the Veteran Affairs Online Certification (VA-ONCE). I understand that in order to meet the VA verification of enrollment requirements that I must submit this IEVER form within one week of any change to my current enrollment status and during the 12th week of my current enrollment in order for it to be verified for the following term.

Signature \_\_\_\_\_ Date \_\_\_\_\_

For Office Use Only

Processed by: \_\_\_\_\_ Date Processed on VA-ONCE \_\_\_\_\_

North American Administrative Office

## **Instructions for applying for VA Education Benefits and completing the IEVER Form**

In order to begin receiving Veterans Affairs (VA) education benefits as a UMHS student, the student must complete an initial application (Veterans VA Form 22-1990; dependents VA Form 22-5490; ToE students VA-Form 22-1990e) or complete a Change of Program/Place of Training (Veterans and ToE students VA Form 22-1995; dependents VA Form 22-5495) with the VA. These forms are available at <http://gibill.va.gov/apply-for-benefits/>. After you have submitted your forms to the VA, please submit a copy to the UMHS Office of the Registrar.

The IEVER form must be submitted by students who are receiving Veteran Affairs (VA) education benefits so that UMHS can verify Enrollment Certification on VA- ONCE. Certification is required by the VA in order for students to continue receiving VA education benefits.

Per the VA Benefit Administration, UMHS is required to:

- Report a change in student status and enrollment information, such as:
  - Withdrawn
  - Leave of Absence
  - Vacation (only after completing 5th semester)
  - Temporary Withdrawn (anytime there is a gap in curriculum that is not an approved leave or vacation period)
  - Less-than-Fulltime (only during Basic Sciences)
  - Graduate
- Certify that enrollment is only for those subjects that apply to the student's program
- Report when a student was dismissed due to unsatisfactory progress
- Report when student is suspended or dismissed for unsatisfactory conduct

The IEVER form must be submitted to the Office of the Registrar within one week of a change in status and during the 12th week of the current enrollment in order to have enrollment verified for the following term. Please note that official enrollment certification will not occur until after each term's in-person registration period or there has been verification of attendance in a clinical rotation. The change in status reporting will be completed within 30 days of any action.

If you have any questions regarding VA education benefits, you may contact the VA Regional Office at 1-800-827-1000. Please note, the Eastern Region Office handles applications for Foreign Schools.

<b>Eastern Region</b>
VA Regional Office
PO Box 4616
Buffalo, NY 14240-4616
FAX (716) 551-3241

For information regarding benefits and enrollment certification from UMHS, please contact the Office of the Registrar ([registrar@umhs-sk.net](mailto:registrar@umhs-sk.net)) or Financial Aid ([finaid@umhs-sk.net](mailto:finaid@umhs-sk.net)).