 VA Enrollment Certification Request

Student Desktop Guide

## Information about the Office of Veterans Programs

Information can be found at <http://equity.psu.edu/veterans>

## Before You Get Started

If you are a new student and have not yet completed the Military-Connected Student Questionnaire you must do so before continuing. Instructions are found at <https://lionpathsupport.psu.edu/student-help/> in the Getting Started with LionPATH section.

## Navigating to the VA Enrollment Certification Request

Sign into LionPATH

In your Student Home Base, click the icon for My Information



Click on VA Enrollment Cert Request in the menu.



## Completing the VA Enrollment Certification Request

Read all Support, Important Information, and Additional Information provided.

**Click Next** to go to the next page.



If you have not completed the Questionnaire (see Before You Get Started, above) or do not have a Veterans Benefit Summary record on file with the Office of Veterans Programs, you will receive a message you cannot continue.



Verify your information in the **My Information** section. If you need to update any personal information, visit <https://accounts.psu.edu>.

Complete the **Request Information, Military-Connection, VA Benefit, and Tuition Specific Financial Aid** sections.

If you have completed the Military-Connected Student Questionnaire for the term, the Service Disability and Veterans Affairs Education Benefit will populate for you, based on your answers to the questionnaire.




**Click Next** to go to the next page.

Read all information in the Acknowledgement and **enter your initials** in the box.

Attach all required documents.



**Click Submit** to submit your request form. The form will be routed to the School Certifying Officials (SCO) at the campus on your request.

**You will receive an email** with your Form ID confirming the submission.

## Questions about the VA Enrollment Certification Request Form

Please direct any questions about the VA Enrollment Certification Process to your campus School Certifying Official: <http://equity.psu.edu/veterans/pdf/certifying-officials-list>

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