

University of Dallas Policy 5.1  
VETERANS AFFAIRS POLICY

- 5.4 A copy of all post-secondary educational transcripts for the student, including the student's joint services transcript. The student's post-secondary educational transcripts must be submitted within six months of the start of the first term that the student requests certification of courses.
- 6.0 Certifying Courses – A student who wants to request that specific courses be certified so as to receive educational benefits available through the Department of Veterans Affairs must submit a written request to the Veterans Affairs Coordinator after registering for the specific courses.
- 6.1 The written request should be submitted online, through the UD Certification Request Portal: [udallas.edu/vacert-request](http://udallas.edu/vacert-request)
- 6.2 The student's request generally should be submitted before the start of the term or semester. Late certifications may result in delay of payment of benefits, including housing benefits.
- 6.3 The student should not request certification of courses that the student is not already registered to take.
- 6.4 If the student changes his or her registration in any way (adding, removing, or changing courses), it is the student's obligation to notify the Veterans Affairs Coordinator.
- 6.5 The University cannot certify any courses that do not meet the student's specific degree program requirements, nor programs that are not included in the University's approved list on [WEAMS](#). The University also cannot certify any courses for which the student has already earned a passing grade.
- 6.6

to the delayed disbursement of funding from the Department of Veterans Affairs under Chapter 31 or 33.

- 8.1 The University may require payment, and impose appropriate fees, holds, or restrictions, for a Covered Individual's failure to meet his or her financial obligations as to any amounts that are not covered by the Department of Veterans Affairs.
- 8.2 The University may require payment, and impose appropriate fees, holds, or restrictions, when an otherwise Covered Individual has not requested that the specific courses be certified (see Section 6.0 of this policy).

Principle Owner:	Provost and Vice President for Academic Affairs
Related Documents:	
Dates of UPC Review:	
Dates of General Counsel Approval:	
Adoption History:	