



**PENINSULA
COLLEGE**

VA ADVANCED PAYMENT REQUEST FORM

Directions:

After you register in all classes—read, complete student confirmation section, and return this form to:
Student Services Center (D-Building) 1502 E. Lauridsen Blvd., Port Angeles WA 98362
Fax: 360-417-6581 Email: veterans@pencol.edu

NOTE: This request is processed in the order received within 10 business days and cannot be processed while you are on any waitlists or have any required documents pending.

After you receive check from VA—read, complete payment received section, and return this form to the location listed above.

- Submission of this form and all other required forms/documents is your responsibility EACH QUARTER to request your VA Benefits-Advanced Payment.
- You acknowledge that you know your responsibility for obtaining and understanding your educational benefits, including Advanced Payment options according to the VA and PC procedures found at: <http://www.gibill.va.gov/> & <http://pc.ctc.edu/enrolled/Veterans/default.asp>
- Submission later than 40 days prior to the beginning of the quarter may delay processing by the VA in time for you to receive benefit payments in a timely manner.

Student Confirmation Section

(By completing you confirm official request to use your VA Educational Benefits-Advanced Payment Option)

Advanced Payment provides funds at the beginning of a school term to help meet expenses concentrated at the beginning of the term. It is the amount payable for the initial month or portion of a month the quarter begins plus the amount payable for the following month. The VA pays in arrears, so the second payment will not be until the beginning of the 4th month after the quarter begins.

Name: _____

Student ID: _____

Day Phone: _____

Email: _____

I am requesting advanced pay for the following **Quarter:** _____ **20** _____ **from the VA.**
(summer/fall/winter/spring) (year)

Payment Received Section

I certify that I have received the Veterans Administration benefit check addressed to me and written for the amount of \$_____.

Signature: _____ **Date:** _____

ELIGIBILITY INFORMATION

Advanced Payment can be paid if:
There is more than 30 days between terms and break pay won't be paid, **and**
The student is enrolled at least half-time, **and**
VA receives the Advanced Payment Request at least 30 days but not more than 120 days before the beginning of the quarter.

Peninsula College does not discriminate on the basis of race, color, religion, national origin, sex, disability or age in its programs and activities. Coordination of compliance is the responsibility of the Human Resources Officer, PC HR Office, (360) 417-6212.

Copy: Student

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