

PRIMARY SCHOOL LETTER FOR VETERANS EDUCATION BENEFITS

Prescott Campus
1100 East Sheldon Street
Prescott, Arizona 86301

Verde Valley Campus
601 Black Hills Drive
Clarkdale, Arizona 86324

va.services@yc.edu

Phone 928-717-7613
Fax 928-776-2030

Phone 928-634-6502
Fax 928-634-6594

Toll-free 800-922-6787
www.yc.edu

This Section to be completed by the student

You may receive Veterans Education benefits for courses taken at a secondary school if these classes apply toward your program of study at Yavapai College. The semester start and end dates of these courses may not match those at Yavapai College. This will affect your benefit payments. Please check with the Yavapai College Veterans Services Office if you have questions.

- Please complete and sign this form with your YC Academic Advisor. For an appointment call 928-776-2106.
- Email the completed form to the Veterans Services Office at va.services@yc.edu as soon as possible.
- Yavapai College will email a copy of this form to your secondary school.
- Each school will submit an enrollment certification (VA form 22-1999) to the Department of Veterans Affairs, for the course taken at that school. The Department of Veterans Affairs combines the enrollments to determine your benefit.
- If you are a VA Vocational Rehabilitation (Chapter 31) student, ask your case manager to email an additional VA form 28-1905 directly to the Veterans Services Office at your secondary school.
- It is your responsibility to request official transcripts for these courses be sent to Yavapai College upon completion.
- **You are responsible for informing the secondary school of your intent and complying with their requirements.**

Secondary School:
Street Address:
City, ST, Zip:
Certifying Official:
Phone:

Primary School: Yavapai College
Street Address: 1100 East Sheldon Street
City, ST, Zip: Prescott, AZ 86301
Certifying Official: Anabell Sartain
Phone: 928-717-7613 Prescott Office

Student Last Name	Student First Name	YC Student ID	SSN (last four)	Benefit	VA File # for CH35
		Y			

This Section to be completed by the Yavapai College Academic Advisor

I certify that the student named above is pursuing the program of study at Yavapai College listed below and that the course(s) listed below satisfy requirements for this program and will transfer at full value to Yavapai College. The student will take these courses at the secondary school listed above. Please certify this coursework to the VA as the secondary school.

Yavapai College Program of Study	Semester	Beginning and Ending Date of course(s)

Secondary School Course Title	Course #	Credits	YC Course Equivalent

Required Signatures

Student	YC Academic Advisor	YC Certifying Official
PRINT NAME	PRINT NAME	PRINT NAME
SIGNATURE	SIGNATURE	SIGNATURE
DATE	DATE	DATE