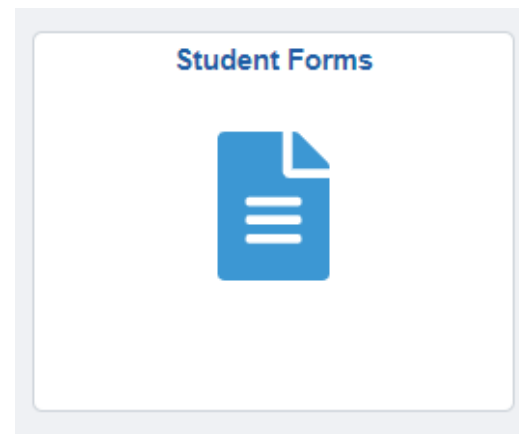
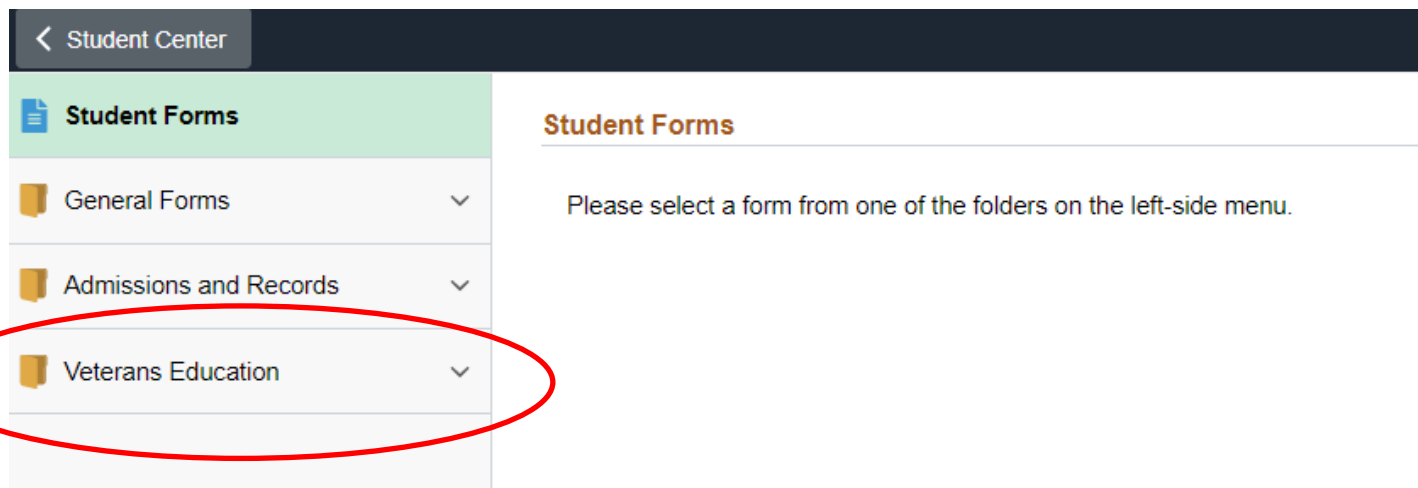


NOTE: You can only fill out and submit an LOI after you are enrolled in at least 1 course. You are only able to submit one LOI per term.

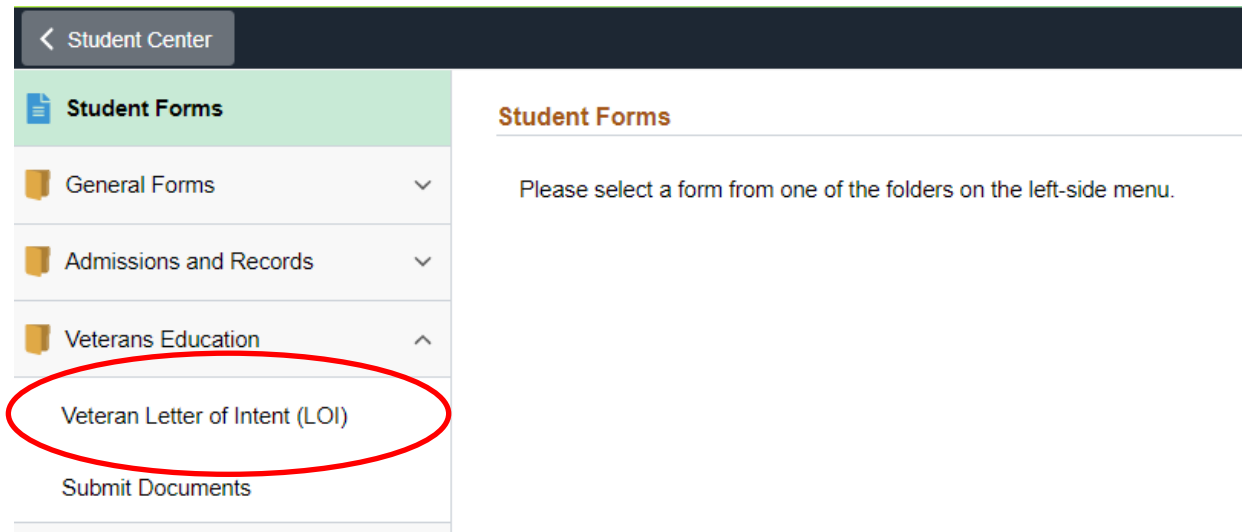
Click on the 'Student Forms' tile in the Student Center in SURF.



Click the 'Veterans Education' drop down option from the left-side menu.

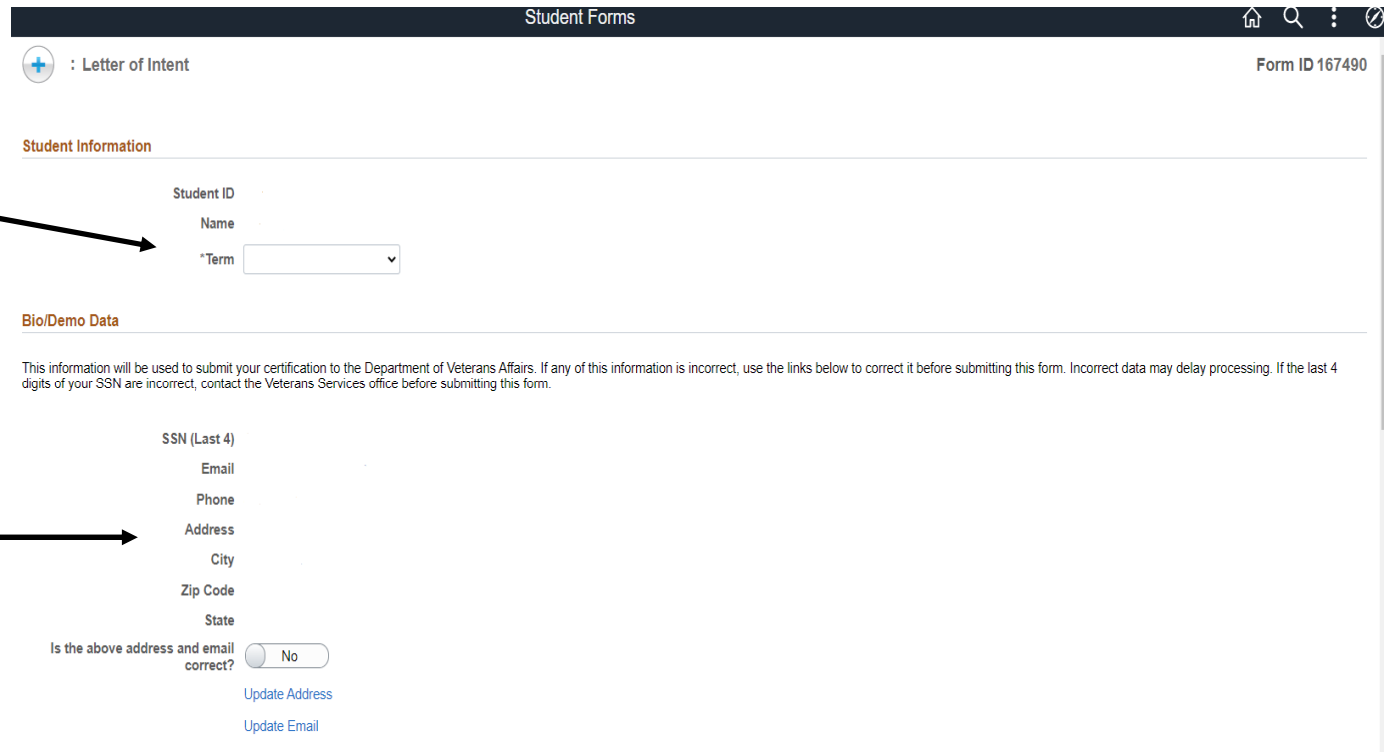


Click the 'Veteran Letter of Intent (LOI)' option.



From the drop down bar, select the term in which you wish to use benefits.

Please note that you must fill out a separate LOI for each term you wish to be certified.



This information will self-populate from your SURF account.

If any of the information is incorrect, please update this using the 'Profile' tile on the Student Center in SURF.

Select the appropriate information from the drop down bars for each item.

Please note that certain options may result in further required information.

Type in your current major for the term in which you wish to be certified.

VA Information

*VA Benefit Chapter

*Military Branch

*Component

Currently on active duty No

Guest Student No

Major Recently Changed? No

*Major

New or Continuing

Is this your first time requesting benefits from MiraCosta?

First Time Benefits? No

Terms and Conditions

I understand and agree:

- I have read, understood, and am responsible for all content within the [Student Veterans Handbook](#).
- To receive benefit certification, I must complete the Letter of Intent EACH semester after enrolling in courses.
- I must request official transcripts from all previously attended colleges and universities, including military training, within my first semester at MiraCosta College. Obtaining official transcripts are my own responsibility. If I do not arrange to have official transcripts from all previous institutions sent to MiraCosta College for evaluation within my first semester, I understand the College will withhold certification.
- I must meet with a MiraCosta College Veterans Counselor before the end of my first semester to develop a Comprehensive Education Plan. All official transcripts must be on file and evaluated before development of the Comprehensive Education Plan.
- Payment is based on pursuit of one education program at a time.
- The DVA only pays benefits for courses required for my MiraCosta College program or major as listed on the education plan from my Veteran Counselor. I am financially responsible for payment of tuition and fees for any courses I take that are not required for my degree program or major.
- If at any time it is determined a course or course equivalent was previously completed at another institution, the DVA will not pay for a repeat of the course.
- I must be enrolled, attending, and making satisfactory progress in required courses to be eligible to receive DVA benefits. Lack of satisfactory progress occurs immediately after two consecutive semesters of probation and an overall GPA less than 2.00.
- I must immediately inform the Veterans Services Office of any changes in courses or enrollment. Delay in reporting these changes may impact payment and create a debt which I will be responsible for repaying to the DVA.
- Courses that are shorter or longer than a standard term may affect the amount and duration of benefits paid to me by the GI Bill. Different beginning and ending dates are considered to be separate terms by the DVA.
- Grades of W (withdrawal) may result in a reduced payment from or debt to the DVA.
- I am responsible for all DVA debts resulting from reductions or termination of enrollment.
- Online remedial Math and English courses numbered 0-49 are NOT certifiable/payable by the DVA.
- Courses listed as 292 or 299 are NOT certifiable/payable by the DVA.
- It is my responsibility to ensure that MiraCosta College Veterans Services Office has my current phone number, email, and mailing addresses. The Veterans Services Office will primarily communicate with me by email, however, some correspondence may be delivered via US Postal Service mail.

Read all terms and conditions.

It is your responsibility to know and understand these terms and conditions for utilizing your VA Educational benefits at MiraCosta College.

Once you have read through the terms and conditions, toggle the acknowledgement to 'Yes.' You will not be able to submit your LOI until this is done.

I Agree No

Post 9/11 GI Bill Recipients Only:

- I am financially responsible for payment of any balance not paid by the DVA.
- I am financially responsible for payment of tuition and fees for any courses I take that are not required for my degree program or major.
- I am responsible for submitting this form the same day as enrollment to avoid being dropped from classes.
- To receive the local area monthly housing allowance (MHA) rate, I must enroll in at least one resident (on campus) class. Enrollment in online classes only will pay at the distance learning rate for MHA.
- Effective Spring 2022, students must enroll in at least one class that is held on campus to receive the MHA at the resident (on campus) rate. Previous COVID-19 legislation that permitted students to receive resident MHA while taking online classes only (approved courses converted to online training due to COVID-19) will end in December 2021. Students taking online classes only in Spring 2022 and beyond will receive the distance learning MHA rate.
- Hybrid courses (courses taught partially on campus and partially online) are considered as resident (on campus) units according to DVA guidelines.
- The MHA is payable only when a student is attending at a rate of pursuit above half time.
- The MHA is based on the zip code of the campus where the majority of resident (on campus) courses are being completed each semester. For credit courses, the Oceanside campus zip code is 92056 and the San Elijo campus zip code is 92007.

For Post 9/11 GI Bill Recipients:

You must toggle both acknowledgements to 'Yes' before you will be able to submit the LOI.

I Agree No

Effective Spring 2022, the DVA has implemented a monthly enrollment verification requirement for Post-9/11 GI Bill Students. Students must [verify their enrollment](#) at the end of each month with the VA via text or phone. Those who fail to verify their enrollment for two consecutive months will have their Monthly Housing Allowance (MHA) and kicker payments put on hold.

I Agree to verify my enrollment monthly No

Once complete, click 'Submit.'

You will be taken to a confirmation page once the LOI is submitted successfully.

During peak enrollment periods it may take 14-45 business days from receipt of this form and any additional required documents to process and submit certifications to the Department of Veterans Affairs. If additional documents are required, you will receive an email notification from vetsbenefits@miracosta.edu.

The Veterans Services Office completes certifications in the order in which they are received. If you make a change to your schedule, and your courses have already been certified and submitted to the DVA, your schedule change will not have priority over those who have not yet been certified.

Submit