



DECLARATION OF INTENT

TOWSON UNIVERSITY
Veterans Affairs Office
Enrollment Services Center, Room 233
8000 York Road
Towson, Maryland 21252-0001
Phone: 410-704-3094 Fax: 410-704-2537
Email: veteransoffice@towson.edu

A **Declaration of Intent** must be submitted to the University Veterans Affairs Office (Office of the Registrar, Room 233) **each term a student requests VA education benefits**. Students requesting VA benefits for the first time at Towson should contact the University Office **at least 8 weeks prior to the date of enrollment** to ensure timely processing of the paperwork. Independent study courses will generally be paid on a tuition and fees basis only. Check with the **United States Department of Veterans Affairs at 1-888-442-4551 (1-888-GIBILL1)** to determine payment amounts or visit their website at **www.gibill.va.gov** to access information.

New Student: You must submit a Certificate of Eligibility and Declaration of Intent.
Transfer students who have used VA Benefits previously must also submit VA Form 22-1995.

Advance Pay: Advance pay consists of the first two pay periods for a term combined into one check, which is forwarded to the University prior to the start of classes. To apply, students must meet the following conditions:

- The request must be made in person, and both a signed 22-1999 and Declaration of Intent Form must be completed six **weeks prior to the start of the term**.
- There **must** be a calendar month break between enrollment periods.
- Students must not owe funds to the University or the VA.
- Students must be enrolled on at least a half-time basis.
- Students **must** be a degree candidate.
- Students must **complete a separate form for each semester**.

G.I. Benefit Program: _____

Term: Fall 20 _____ **Minimester** 20 _____ **Spring** 20 _____ **Summer** 20 _____

Name: _____ **Number of credits/term:** _____

***SS# Student:** _____ **Major:** _____

***SS# Ch. 33:** _____ **Undergraduate:** **Graduate:**
SS# of Parent/Spouse for Ch. 33 Post-9/11 Assignees

***VA# Ch. 35:** _____ **Have you used VA Benefits:** Yes
VA# of Parent/Spouse for Survivors'/Dependents' Educational Assistance

***SS#s & VA#s MUST be included in order to receive benefits. Failure to submit #s will cause delays in certifications.**

Address: _____ **New student (1st semester) at Towson:** Yes

City _____ State _____ Zipcode _____
If so, number of credits transferred: _____

Is this a new address: Yes **Teacher Certification:** Yes

Daytime Phone: _____ **Second Bachelor's Student:** Yes

TU Email: _____@students.towson.edu **Are you active duty:** Yes

I declare my intention to attend Towson University for the semester and carry the number of credits shown above. I realize it is my responsibility to report to the Office of Veterans Affairs any change in my credit load and that failure to do so may result in an overpayment for which I will be liable. I am in an approved program and will enroll in only those courses that meet the program's requirements. **I understand that if I elect to accept Ch. 33 Funding, I cannot later change my mind and return to my former program.**

Signature: _____ **Date:** _____