

Step 1: Login to your [My Fresno State](#) account and go to your Student Center

Step 2:

Click on the first green arrow to view “My Academic Records & Registration”

From the drop down menu, select Veterans Benefits. Click on the blue double errors to continue.

Favorites ▾ Main Menu ▾ > Self Service ▾ > Student Center

FRESNOSTATE All ▾ Search >> Advanced Search Last Search Results

Student Center

Click on each green arrow to expand the desired information.

My Academic Records & Registration

- [Class Search](#)
- [Schedule Planner](#)
- [Class Wish List](#)
- [Class Enrollment](#)
- [Academic Info](#)
- [Enroll in CSU Fully Online](#)
- [My Grades](#)
- [My Transcripts](#)
- [View University Catalog](#)
- other academic... ▾ >>

You are not enrolled in classes.

- Class Schedule
- ContinGlobalEd Class
- Enrollment Verification
- Transfer Credit Report
- Veteran Benefits**
- Withdrawals/Repeats
- other academic... >>

SEARCH FOR CLASSES

Important Info & Holds

None

To Do List

None

Enrollment Dates

[Open Enrollment Dates](#)

Advisor

Program Advisor

None Assigned

Important Links

- [Register to Vote](#)
- [California State Student Assoc](#)
- [Violence Awareness Training](#)

CSU Initiatives

[CalFresh Interest](#)

Step 3:

Carefully read the information on the welcome page. When finished, click Certification Request.

[Veterans/Service Members/Dependents for Educational Benefits Certification REQUEST](#)

Welcome all student Veterans, Service Members, and Dependents!

Please Note: Students receiving only the Cal Vet Fee Waiver are **NOT** required to fill out the certification request. Please contact our office for more information.

Veterans, Services Members, and Dependents who want to use their federal VA educational benefits while enrolled at Fresno State must submit an online Educational Benefit Certification Request process **each term** of enrollment.

If this is your **first time certifying at Fresno State and you have not already provided copies of the below documents to our office.**

If you are a **Veteran**, have these documents ready to attach:

1. Certificate of release or discharge from active duty (DD214 Member 4)
2. Certificate of Eligibility (COE)
3. If applicable, Request for Change of Program or Place of Training Form ([VA Form 22-1995](#))

If you are a **Dependent**, have these documents ready to attach:

1. Your Birth Certificate
2. Certificate of Eligibility (COE)
3. If applicable, Dependents Request for Change of Program or Place of Training Form ([VA Form 22-5495, DEA Ch. 35](#))

Contact our office below if you have any questions regarding these documents.

Fresno State Veterans Resource Center

Campus Location: University Center 101

Mailing Address: 5240 N Jackson Ave M/S UC59
Fresno, CA 93740

Office Email: fsveterans@mail.fresnostate.edu
Phone: (559) 278-6036
Fax: (559) 278-7017

Regular Office Hours:

Monday to Friday: 8:00AM to 5:00PM
Summer Hours: 7:00AM to 3:30PM

Helpful Website Links:

[Fresno State Veterans Resource Center](#)

[US Department of Veterans Affairs](#)

Certification Request

Cancel

Step 4:

Select the term you are requesting certification for by clicking on drop down menu. **PLEASE NOTE – Terms become available after you have registered for classes. You cannot request certification before enrolling!**

Veterans/Service Members/Dependents for Educational Benefits Certification R

Institution:
Term:

Your Veterans Benefits for this Term					
Term	Description	Seq#	Status	Certified	Units

Benefit Information

*Veterans Service Branch:
*VA Education Benefit:
*Relationship to Veteran:

Questions in the comment box will be reviewed at the time your benefits are processed. If you have immediate questions email the Fresno State Veterans Resource Center directly at fsveterans@mail.fresnostate.edu.

Select all that apply

- I am on Active Duty
- I am in the Reserves
- I am in the National Guard

Questions / Instructions
254 characters remaining

Attach any documentation that supports your certification request (if applicable).

Enrollment to Register

The VA requires Fresno State to verify progress toward your degree.

The Veterans Resource Center will monitor your coursework and will use your Degree Progress Report to determine the status of courses you wish to certify with the VA. If we have any questions regarding the status of a course, you will be advised to contact our office and/or consult with your Academic Advisor .

My Class Schedule

Cert Request	Subject	Cat#	Section	Description	Units Taken	Status	Withdrawal Status	Status Date
<input type="checkbox"/>								

Total Term Units: 0.00

Step 5:

Complete the three required fields and make a selection (if applicable) that informs us what benefits you are using. If you have questions for the Veterans Resource Center regarding your certification, please email the VRC at fsveterans@mail.fresnostate.edu.

Institution California State Univ Fresno **Term** Summer 2021

Your Veterans Benefits for this Term

Term	Description	Seq#	Status	Certified	Units

Benefit Information for: Summer 2021

*Veterans Service Branch: Marine Corps
 *VA Education Benefit: Chapter 33 - Post 9/11 G.I. Bill
 *Relationship to Veteran: Self

Questions in the comment box will be reviewed at the time your benefits are processed. If you have immediate questions email the Fresno State Veterans Resource Center directly at fsveterans@mail.fresnostate.edu.

Select all that apply

I am on Active Duty
 I am in the Reserves
 I am in the National Guard

Questions / Instructions
 254 characters remaining

Initiate Request Attach any documentation that supports your certification request (if applicable). **Attachments**

Enrollment to Certify for: Summer 2021

The VA requires Fresno State to verify progress toward your degree.

The Veterans Resource Center will monitor your coursework and will use your Degree Progress Report to determine the status of courses you wish to certify with the VA. If we have any questions regarding the status of a course, you will be advised to contact our office and/or consult with your Academic Advisor .

My Class Schedule - Summer 2021

Cert Request	Subject	Cat#	Section	Description	Units Taken	Status	Withdrawal Status	Status Date
<input type="checkbox"/>								

Summer 2021

When I submit my certification request, I am stating that my schedule is final and complete and I understand that if my schedule changes I must notify Fresno State VRC immediately.

Total Term Units: 0.00 **Select Classes to Certify**

Welcome Page

Note: If you are using Chapter 35 benefits, you will be required to enter the Chapter 35 File Number. The file number is the veteran's social security number. If you have questions, please contact Fresno State VRC.

Benefit Information for: Summer 2021

*Veterans Service Branch: Marine Corps
 *VA Education Benefit: Chapter 35 - Dependents' Educational As
 *Chapter 35 File Number:
 *Relationship to Veteran: Self

Select all that apply

I am on Active Duty
 I am in the Reserves
 I am in the National Guard

Complete Step 1 by hitting “Initiate Request”. If this is your first time certifying at Fresno State, refer to the welcome page (on page 2 of this user guide) and attach any required forms using the attachments feature.

Step 6:

Once you have enrolled in all of your classes, you are ready to complete Step 2 of the Certification Process and submit your request. View your schedule on the second half of the page, if all of your classes are there, click "Select Classes to Certify". Please carefully read the box to the right of your courses.

Veterans/Service Members/Dependents for Educational Benefits Certification REQUEST

Institution California State Univ Fresno

Term Fall 2021

Your Veterans Benefits for this Term					
Term	Description	Seq#	Status	Certified	Units
2217	Fall 2021		Initiated		

Benefit Information for: Fall 2021

*Veterans Service Branch: Marine Corps

*VA Education Benefit: Chapter 33 - Post 9/11 G.I. Bill

*Relationship to Veteran: Self

Select all that apply

I am on Active Duty

I am in the Reserves

I am in the National Guard

Questions in the comment box will be reviewed at the time your benefits are processed. If you have immediate questions email the Fresno State Veterans Resource Center directly at fsveterans@mail.fresnostate.edu.

Questions / Instructions

254 characters remaining

Attach any documentation that supports your certification request (if applicable).

Initiated Attachments

Enrollment to Certify for: Fall 2021

The VA requires Fresno State to verify progress toward your degree.

The Veterans Resource Center will monitor your coursework and will use your Degree Progress Report to determine the status of courses you wish to certify with the VA. If we have any questions regarding the status of a course, you will be advised to contact our office and/or consult with your Academic Advisor.

My Class Schedule - Fall 2021

Cert Request	Subject	Cat#	Section	Description	Units Taken	Status	Withdrawal Status	Status Date
<input type="checkbox"/>	KAC	6	01	Water Aerobics	1.00	Enrolled		04/29/21

Total Term Units: 1.00 Select Classes to Certify

Welcome Page

Fall 2021

When I submit my certification request, I am stating that my schedule is final and complete and I understand that if my schedule changes I must notify Fresno State VRC immediately.

Step 7:

Read and Acknowledge this page very carefully. It's important you understand your responsibility as part of the certification process. When finished, check the box that you understand and agree to the above conditions and information provided is true and correct. Then, make sure you select all classes you are requesting certification for and finally, press "Submit Request".

The Fresno State VRC submits certifications of enrollment in approved education programs to the U.S. Department of Veterans Affairs (VA), which administers GI Bill® and Vocational Rehabilitation programs. Programs must be approved by the State Approving Agency and/or VA. Certifications are submitted in accordance with state and federal law and in compliance with campus and VA policies.

- The VA will only pay tuition, fees, and housing allowance for the courses on your degree plan that satisfy requirements outlined by the curriculum guide for your program of study (your major or education plan).
- The VA calculates monthly housing allowance (MHA) based on your length of service percentage, the location you attend most of your classes, the teaching modality (online vs. in person), and the number of units you are enrolled in each term (rate of pursuit). Each of these factors may impact the amount of MHA you receive. Contact your School Certifying Official with any questions about MHA.
- In order to remain eligible for VA educational benefits, I understand that I must continue to make satisfactory academic progress towards my educational objective. Failure to make satisfactory academic progress may result in suspension or termination of VA educational benefits.
- Unless documented mitigating circumstances exist, the VA Will not pay for courses for which a student receives a non-punitive grade, where no credit is earned, such as NC. Students who receive a grade of NC at the end of the term may incur a debt to the VA for overpayment of benefits throughout the term.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). For more information see the [GI Bill® Trademark terms of use](#).


Read and Acknowledge:

- I have submitted all requested documents to Fresno State VRC.
- I must submit a new request for enrollment certification every term for my enrollment to be certified to the VA.
- It is my responsibility to notify Fresno State VRC of any changes made to my course schedule (adding or dropping) by logging back in my student center and selecting "Update Classes to Certify" within 7 days. Failure to do so may result in a debt to the VA for overpayment of benefits during the term.
- I understand I am financially liable for any payment of tuition and fees not covered by the VA.

STATEMENT OF POTENTIAL VA BENEFIT FINANCIAL OBLIGATION:

A new law passed in 2021 which requires schools to be held financially responsible for students' debts of VA benefit overpayments. Therefore, in the event you withdraw or drop courses after you have certified for the semester and a debt is incurred, Fresno State will hold you financially responsible for that debt, rather than the VA.

Incurring a debt with Fresno State may impact the following: Registration for future terms, financial aid, receiving your diploma, and potentially be sent to collections.

 I understand and agree to the above conditions and information provided is true and correct.

Request Classes for Certification									
Cert Request	Subject	Cat#	Section	Description	Units Taken	Status	Withdrawal Status	Status Date	
<input type="checkbox"/>	KAC	6	01	Water Aerobics	1.00	Enrolled		04/29/21	

You're done! The Veterans Resource Center team will now review your certification request and determine if the courses you are enrolled in are eligible. Any further questions, please call our office at 559-278-6036.