

**PLEASE READ THE FOLLOWING PAGES BEFORE COMPLETING YOUR  
CONCORDIA UNIVERSITY US LOAN APPLICATION**

The Veterans Administration (VA) offers educational support for Veterans and other eligible persons attending Concordia University.

This program can provide funding for your tuition, fees, housing, and books and supplies. Your required documents, enrollment declarations, satisfactory progress and attendance standards are regulated by the VA. The VA will only provide benefits for programs approved by the VA.

**Before submitting this form:** If you are a first-time student, you must make sure that you have filed an application for Benefits with the VA. If this is your first time applying for enrollment certification, you will need to file an application for Benefits directly to the US Department of Veterans Affairs online. You can submit your VA Benefits applications online at <https://www.va.gov/education/how-to-apply/>

If you don't have access to apply online, you can call **1-888-442-4551** and ask that an application be mailed to you. Veterans and other eligible persons must contact VA directly with any questions about his or her eligibility or payments, or to apply for benefits. Once eligibility is determined, the VA will provide the student with a certificate of eligibility.

The certificate of eligibility must be submitted to the Financial Aid Office along with any other required documents as directed. If you have questions about VA education benefits, please call 888-442-4551, Monday through Friday, 8:00 a.m. to 7:00 p.m. ET.

**Important Information: Isakson and Roe: Public Law 116-315 (Section 1019)** The school is now responsible for returning funding student has not earned. The students account will get debited for the amount requested by the VA. Students may end up owing a tuition debt to your school (VA will charge the school a prorated tuition and fee debt which the school may, in turn, pass on to the student) if there is a change in enrollment.

**Public Law (P.L) 116-315** Section 1010 requires schools to submit an initial enrollment certification for each chapter 33 student, and a subsequent enrollment certification (verification) after the school's drop-add period. The end of the drop-add period is the last day when a student is able to withdraw from the course or program of education without consequence. The second certification (verification) should be received no later than 30 days after the school's drop-add period or 60 days from the first day of the enrollment period, whichever occurs first.

**For Chapter 33 students ONLY** Beneficiaries must verify their enrollment status each month for enrollment periods which begin on or after August 1, 2021, to continue to receive their monthly housing allowance (MHA) and/or kicker payments. Students may choose to do this by Text Message, Telephone or Email.

Your application and all required documents must be uploaded securely through your MyConcordia Portal. Please send an email to [fundingyoureducation@concordia.ca](mailto:fundingyoureducation@concordia.ca) once this done. **Faxes and/or emailed documents will not be accepted.**

**Please verify if your program is eligible by consulting the VA WEAMS Institution search**  
<https://inquiry.vba.va.gov/weampub/buildSearchInstitutionCriteria.do>

**If your program is not listed, please contact us early as the VA program approval is a lengthy process.**

In addition to the **CONCORDIA UNIVERSITY VA APPLICATION FORM**, you will need to submit the following required documents:

- Newly admitted must submit their **Eligibility Certificate**
- 2024-2025 **Consent to Release Confidential Information Form**
- 2024-2025 **Academic Approval Form Completed and Signed by Your Academic Advisor**

**PURPOSE:** The US VA Application is a required document. It gives Financial Aid and Awards School Certifying Official with the information needed to process your VA funding and makes sure you are informed about important rules and regulations. You must submit all pages of the application. We are not able to process your funding without it.

**PERSONAL INFORMATION:** Make sure to use your **full legal last name, first name and middle initial, as they appear on valid US government-issued documents.**

**ELIGIBILITY STATUS:** Select **ALL** boxes applicable to your situation and make sure to enter the expiry date indicated on your Study Visa. If you would like us to provide you with a **Proof of Funding Letter** for your Student Visa application. Your loan must be fully processed by our office before we can issue one to you.

**OTHER FINANCIAL ASSISTANCE (OAF) REPLACES ESTIMATED FINANCIAL ASSISTANCE (EFA):** You will need to indicate if you are going to receive money from sources **other than** your VA Benefits.

**ACADEMIC INFORMATION:** You must be fully registered in your courses before we can process your file. This means that the number of terms and the number of credits specified on your USLA must match what is on your transcript. **Wait-listed classes do not count in the course load calculations.**

**SATISFACTORY ACADEMIC PROGRESS:** Changes in enrollment can affect your rate of pursuit, which will subsequently affect your MHA. VA always encourages students to talk with their School Certifying Official, before they make any changes to their courseload. They can contact VA to see how the change in pursuit may affect their MHA payments.

**SIGNATURE AND DECLARATION PAGE:** Signing and dating each section where required is a form of identification of the signatory, helps establish accountability, and provides a clear record of the agreement or transaction.

**Your US Loan will not be processed if the Signature and Declaration page has not been completed.**

- Have you **accepted your offer of admission** to Concordia University? You need contact the Financial Aid & Awards Office (FAAO) to confirm that your program is FSA eligible. **You must be admitted, registered in an ELIGIBLE program, and enrolled in classes to receive funding.**
- Did you book your appointment for **Academic Advising** with your Faculty? Registration opens in March for most programs and your Academic Advisor must complete and sign your Academic Approval Form.
- Have you submitted your **immigration documentation**? Contact the **International Students Office** for more information. <https://www.concordia.ca/students/international.html>
- Do you need a **'Proof of Funding'** letter for Certificate of Acceptance to Quebec (CAQ)? Your loan must be fully processed by our office before we can issue one to you.

## US STUDENT PRIVACY PROTECTION

As a Title IV post-secondary institution, Concordia is subject to the requirements of the Gramm-Leach-Bliley Act (GLBA, 2002); implementing the appropriate safeguards regarding students' personal information is required by law.

In addition, under Quebec privacy laws, student information is considered private. Legally we are unable to supply information to anyone else but the students and authorized internal individuals. [View the policy on personal information privacy here.](#)

To protect your privacy, and to avoid the breach of any personally identifiable information (PII), the FAO at Concordia University can only accept documents you securely upload to your MyConcordia portal.

**PERSONALLY IDENTIFIABLE INFORMATION (PII)** are items that can be used to identify you and can include, but are not limited to, your social security number, date of birth and even your address. Any emails with attachments that include **PERSONALLY IDENTIFIABLE INFORMATION (PII)** will be deleted and destroyed as per Concordia University's policy.

See our website for more details: <https://www.concordia.ca/offices/fao/new-and-returning-students.htm>

To receive funding through the VA you must provide permission to Concordia University to release academic and financial school records to the VA. If you agree to this requirement, please provide the required permission by completing the **CONSENT TO RELEASE CONFIDENTIAL STUDENT RECORDS AND INFORMATION TO VETERAN AFFAIRS on page four (4) of this document.**

**Do you want anyone to have 'AUTHORIZED CONSENT' on your loan file?**

Concordia abides by the [Act respecting Access to documents held by public bodies and the Protection of personal information](#). Should you wish to give a third-party representative permission to make inquiries regarding your financial aid file, or any other information concerning your status at Concordia, you must take the appropriate steps to ensure that a Notarized Proxy Authorization form and valid identification documents are submitted to the Financial Aid and Awards Office.

*I acknowledge that I have read and understand the information presented on pages 1- 3 of this form.*

Student Signature	Date (mm/dd/yyyy)
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**ELECTRONIC SIGNATURES ARE ACCEPTED**

## Consent to Release Confidential Student Records and Information to Veteran Affairs

**ALL FIELDS TO BE COMPLETED BY THE STUDENT:**

REQUIRED STUDENT INFORMATION	
<b>SURNAME:</b>	<b>GIVEN NAMES:</b>
<b>CONCORDIA UNIVERSITY STUDENT NO.:</b>	<b>ACADEMIC PERIOD:</b>
DECLARATION AND SIGNATURE	
<p>I _____, grant Concordia University permission to discuss my confidential  <i>(Print student's full name)</i></p> <p>academic records and financial school records with Veteran's Affairs (VA), and to release my Social Security Number (SSN).</p> <p>Such information will be used as required by the VA Benefits for the management of my VA File.</p> <p>I understand that I can either amend or revoke this consent in the future, in writing to The Financial Aid and Awards Office (<a href="mailto:fundingmyeducation@concordia.ca">fundingmyeducation@concordia.ca</a>).</p>	
<b>MY SOCIAL SECURITY NUMBER (SSN) IS:</b>	
<b>STUDENT SIGNATURE:</b>	<b>SIGNING DATE</b> <i>MM/DD/YYYY:</i>
<b>Signature of the School Official:</b>	<b>Official's Name</b> <i>(Please Print):</i> <span style="float: right;"><b>Date</b> <i>(MM/DD/YYYY):</i></span>

**Notice of collection of Personal Information**

The personal information on this form is collected in accordance with the Act respecting Access to documents held by public bodies and the Protection of personal information (R.S.Q., chapter A-2.1 Quebec) and with Concordia University's Policy Concerning the Protection of Personal Information (SG-9). For more information, please visit the Office of the Secretariat online at: <https://www.concordia.ca/about/administration-governance/secretariat.html>

CONCORDIA STUDENT ID NO:
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<b>PERSONALLY IDENTIFIABLE INFORMATION (PII): PLEASE PRINT</b>
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LEGAL LAST NAME:	LEGAL FIRST NAME	MIDDLE NAME
DATE OF BIRTH (MM/DD/YYYY)	<input type="checkbox"/> I AM TAKING COURSES IN SUMMER 2024	

<b>ELIGIBILITY STATUS: CHECK ALL RELEVANT BOXES</b>
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<input checked="" type="checkbox"/> I AM AN AMERICAN CITIZEN	<input checked="" type="checkbox"/> I AM A VETERAN OF THE US ARMED FORCES
<input checked="" type="checkbox"/> I AM ELIGIBLE NON-AMERICAN CITIZEN	<input checked="" type="checkbox"/> I AM ON ACTIVE DUTY WITH THE US ARMED FORCES
<input checked="" type="checkbox"/> I HAVE DUAL AMERICAN/CANADIAN CITIZENSHIP	<input checked="" type="checkbox"/> I AM APPLYING FOR VA BENEFITS FOR THE FIRST TIME
<input checked="" type="checkbox"/> I AM A CANADIAN CITIZEN WITH CANADIAN FUNDING FROM THIS PROVINCE:	<input checked="" type="checkbox"/> I AM AN ELIGIBLE DEPENDENT OF A VETERAN OF THE US

SIGNATURE	(MM/DD/YY)
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<b>SUBMISSION DEADLINES FOR THE 2024-2025 AID YEAR ARE AS FOLLOWS</b>
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<b>FALL 2024: AUGUST 1, 2024</b>
<b>WINTER 2025: DECEMBER 1<sup>st</sup>, 2024</b>

# OTHER FINANCIAL ASSISTANCE (OAF) DISCLOSURE FORM

## (FORMERLY EFA)

<b>CONCORDIA STUDENT ID NO:</b>
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In support of your application for VA Benefits, you are requested to inform the Financial Aid and Awards Office of any, and all income/financial assistance (anticipated or actual) that you will be receiving during the academic year. If additional financial assistance is received after your funding is disbursed, it is your responsibility to provide the Financial Aid and AwardsOffice with the updated information as soon as possible.

UNDERGRADUATE ACADEMIC INFORMATION		
I AM PURSUING A BACHELOR'S <b>DEGREE</b> <input type="checkbox"/> OTHER: _____ IN THE FACULTY OF		
<input type="checkbox"/> ARTS & SCIENCE <input type="checkbox"/> JMSB <input type="checkbox"/> ENGINEERING & COMPUTER SCIENCE <input type="checkbox"/> FINE ARTS <input type="checkbox"/> OTHER _____		
<b>MY PROGRAM IS:</b>	<input type="checkbox"/> WITH THESIS	<b>EXPECTED GRADUATION DATE:</b>
<b>CHECK THE SEMESTER(S) YOU REQUIRE FUNDING FOR AND INDICATE THE NUMBER OF CREDITS YOU ARE TAKING:</b>		
<input type="checkbox"/> SPRING/SUMMER: ____	<input type="checkbox"/> FALL: ____	<input type="checkbox"/> WINTER: ____

UNDERGRADUATE FINANCIAL INFORMATION	
<b>ARE YOU GETTING OTHER FINANCIAL ASSISTANCE (OFA) FOR THE 2024-25 ACADEMIC YEAR?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	
FUNDING (SPECIFY THE TYPE)	AMOUNT
SCHOLARSHIPS (ex. Entrance)	\$
BURSARIES (ex. In-Course)	\$
CANADIAN STUDENT LOANS (ex. Alberta, Ontario)	\$
OTHER US LOANS/GRANTS (ex. VSAC, Sallie Mae)	\$
UNDERGRADUATE REQUESTED LOAN AMOUNT(S)	
<input type="checkbox"/> I WANT TO RECIEVE SUBSIDIZED & UNSUBSIDIZED LOANS	<input type="checkbox"/> I WANT TO RECEIVE PARENT PLUS LOANS (PARENT COMPLETE PAGE 3)
<input type="checkbox"/> I ONLY WANT TO RECEIVE SUBSIDIZED DIRECT LOANS	
<input type="checkbox"/> I WANT TO LIMIT MY LOANS TO: \$ _____ (USD)	<input type="checkbox"/> I WANT TO RECEIVE <b>US PRIVATE LOANS</b>

GRADUATE ACADEMIC INFORMATION		
I AM PURSUING A <input type="checkbox"/> MASTER'S DEGREE <input type="checkbox"/> PH.D. <input type="checkbox"/> OTHER: _____ IN THE FACULTY OF		
<input type="checkbox"/> ARTS & SCIENCE <input type="checkbox"/> JMSB <input type="checkbox"/> ENGINEERING & COMPUTER SCIENCE <input type="checkbox"/> FINE ARTS <input type="checkbox"/> OTHER: _____		
<b>MY PROGRAM IS:</b>	<input type="checkbox"/> WITH THESIS	<b>EXPECTED GRADUATION DATE:</b>
<b>CHECK THE TERMS YOU REQUIRE FUNDING FOR AND INDICATE THE NUMBER OF CREDITS YOU ARE TAKING:</b>		
<input type="checkbox"/> SPRING/SUMMER 2024: ____	<input type="checkbox"/> FALL 2025: ____	<input type="checkbox"/> WINTER 2025: ____

GRADUATE FINANCIAL INFORMATION		
<b>ARE YOU GETTING OTHER FINANCIAL ASSISTANCE (OFA) FOR THE 2024-25 ACADEMIC YEAR?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO		
GRADUATE ASSISTANTSHIP	FALL/WINTER: \$	SUMMER: \$
REASEARCH ASSISTANCSHIP	FALL/WINTER: \$	SUMMER: \$
TEACHING ASSISTANTSHIP	FALL/WINTER: \$	SUMMER: \$
TUITION WAIVER	FALL/WINTER: \$	SUMMER: \$
INTERNAL AWARDS/SCHOLARSHIPS	FALL/WINTER: \$	SUMMER: \$
EXTERNAL AWARDS/SCHOLARSHIPS	FALL/WINTER: \$	SUMMER: \$

GRADUATE REQUESTED LOAN AMOUNTS	
<input checked="" type="checkbox"/> I WANT TO RECEIVE UNSUBSIDIZED DIRECT LOANS	<input checked="" type="checkbox"/> I WANT TO RECEIVE GRADUATE PLUS LOANS
<input checked="" type="checkbox"/> I WANT TO RECEIVE PRIVATE LOAN FUNDING	<input checked="" type="checkbox"/> I WANT TO LIMIT MY LOANS TO: \$ _____ (USD)

Student Signature	(mm/dd/yyyy)
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## SIGNATURE AND DECLARATION PAGE

CONCORDIA STUDENT ID NO:
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I, \_\_\_\_\_ **(please print)** certify that all the above information, and the information provided on this document and to the Department of Veteran Affairs, is true and accurate to the best of my knowledge. I agree to notify Concordia University and the Department of Veteran Affairs of any changes which may impact my eligibility, or which may impact the amount I am able to receive.

<i>Student Signature</i>	<i>(mm/dd/yyyy)</i>
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I, \_\_\_\_\_ **(please print)** understand that I must inform my School Certifying Officer (SCO), at Concordia University of any changes in my circumstances, including but not limited to changes in enrollment, student status, awards, academic probation, living arrangements, contact information, etcetera. I understand that failure to advise can result in the delay and/or discontinuation of VA funding. I acknowledge that it is my responsibility to provide accurate and updated information to Concordia University and the Department of Veteran Affairs throughout the funding period and I exonerate the aforementioned parties from any harm or damages incurred by inaccurate, missing, or expired information.

<i>Student Signature</i>	<i>(mm/dd/yyyy)</i>
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I, \_\_\_\_\_ **(please print)** understand that Concordia University is Foreign School. **Accordingly, in compliance with 38 CFR §21.4260, the Department of Veteran Affairs does not award benefits for distance learning or independent study courses at Concordia University.**

<i>Student Signature</i>	<i>(mm/dd/yyyy)</i>
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I, \_\_\_\_\_ **(please print)** understand that by signing my name below I irrevocably authorize the Financial Aid and Awards Office at Concordia University to withdraw money(ies) from my Student Account if the Department of Veteran Affairs request that Concordia University return VA Funds, which occurs if I withdraw from my studies at Concordia University. Furthermore, if the return of VA Funds results in an outstanding balance on my student account, I will pay the outstanding balance immediately. I agree that failure to pay any outstanding balance may result in the loss of university privileges and services, as outlined by Concordia University regarding unpaid fees.

<i>Student Signature</i>	<i>(mm/dd/yyyy)</i>
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