



## Submission Guidelines Chapter 30/1606/1607

### Forms Required Every Semester

- ✓ VA Enrollment Certification Request
- ✓ Tuition Deferment Request (If applicable)

### Supporting Documents Required For New Students

- ✓ [Certificate of Eligibility](#)
- ✓ DD-214
- ✓ Copy of the student's photo ID

### Supporting Documents Required For Returning Students

- ✓ Copy of the student's photo ID

**INCOMPLETE DOCUMENTS WILL BE DECLINED**

**NLC students using any of these benefits should follow the guidelines below:**

- ✓ Register for classes required for your degree
- ✓ Submit Request for Certification via the link provided
- ✓ Complete and submit all required forms and supporting documents listed above
- ✓ Pay your balance **BEFORE THE PAYMENT DEADLINE** if your benefit does not cover 100%
- ✓ Use deferment form if you are unable to pay your outstanding balance
- ✓ Use this link for instructions to view and pay your account  
<https://www.alamo.edu/academics/academic-resources/academic-calendar/>
- ✓ Use this link to verify your enrollment through WAVE  
<https://www.gibill.va.gov>

**\*\*Please note: Unpaid tuition and fee balance may result in all courses being dropped. Making partial payments will not secure your classes. You must pay in full, sign up for a payment, or submit deferment\*\***