



School Enrollment Certification Requirements for CHAMPVA Benefits

What kind of certification is required for individuals between the ages of 18 and 23 who are in school?

To avoid an interruption in benefits for the break between high school and the first term at an approved educational institution, the student should provide a letter of intention or pre-enrollment letter indicating the student's intent to attend the next school term. An acceptance letter from the school may be used for this purpose.

Initial certification of student enrollment status

When enrolled as a student, a certification letter must be submitted to VHA within one month of the start of the first school term to establish CHAMPVA eligibility. Students who meet eligibility criteria should establish their status at an approved educational institution.

Recertification of student status

Recertification of student status is required annually, until the beneficiary's 23rd birthday. However, depending on the approved educational institution's schedule (semester, quarter or other), the student may have to certify multiple times throughout the school.

What information must be in a certification?

You may submit student enrollment status using the [CHAMPVA School Enrollment Certification Letter](#) school letterhead or computer-generated forms. Letters should include the following information:

- Student's full name and the last four digits of their Social Security Number.
- Exact beginning and end dates of each semester or enrollment term.
- Projected graduation date.
- Number of hours is not required.
- Signature and title of a school official.

Must a student be enrolled in a specific type of school to be eligible for CHAMPVA?

Approved educational institutions may include schools, colleges, academies, seminaries, technical institutes and universities.

How many class hours must a student be taking to be eligible for CHAMPVA?

Full-time enrollment is not required, so the number of hours is not necessary.

Can the certification be in a foreign language?

Yes. However, additional time will be required for translation.

Where does the school send the certification?

The school can mail or fax the certification to CHAMPVA at:

Veterans Health Administration
CHAMPVA Eligibility
PO Box 469028 Denver, CO 80246-9028
Fax: 303-331-7809

What is required if the student changes status?

Immediately notify VHA of any changes to a student's status at 800-733-8387 (CHAMPVA Help Line). If the student withdraw from school, this will result in termination of CHAMPVA eligibility.

It is not necessary to report school vacation periods. These do not affect eligibility status.