

Step by Step Guide Electronic VA Certification Request

To access the electronic VA certification request, you will need to log into your AP OneStop.

AP OneStop - Austin Peay State University Login - Windows Internet Explorer

https://apbrca1.apsu.edu/cp/home/displaylogin

File Edit View Favorites Tools Help

VA Certification Request AP OneStop - Austin Pea...

Everything you need...one stop. onestop.apsu.edu

Login to AP OneStop

User Name

Password

Login

[Forgot your username/password?](#)

Any unauthorized use of the computer system and/or any attempt to gain unauthorized access thereto could constitute a violation of the Computer Crimes Act of the State of Tennessee as well as university and/or Tennessee Board of Regents policy. By continuing to use this system you indicate your awareness of and consent to these terms and conditions of use. LOG OFF IMMEDIATELY if you do not agree to conditions stated in this notice.

Need Help?

Questions/Suggestions

Privacy Policy/Refund Info

Make AP OneStop my Homepage

Announcements

NEW Tell us what you think about advising, enter to win great prizes!

Complete the advising survey we sent to your APSU email account by Thursday, April 28 for a chance to win a \$25-100 Amazon gift card, \$100 APSU Bookstore gift card, \$25 iTunes gift card or APSU swag (blankets, license plates, etc). Responses are confidential. Your name will be used only to award prizes.

Please Logout!

Please remember to logout when you have finished using AP OneStop, especially if you are in a computer lab or public area.

Austin Peay State University | 601 College Street | Clarksville, TN 37044 | 1-877-861-APSU
[Comments?](#) | [Emergency Notification](#) | [Ask The Gov](#)
Austin Peay State University is a Tennessee Board of Regents institution.

start http://apbrca1.apsu... Doc1.doc - Windows ... AP OneStop - Austin ... StepGuide_CertRequ... Internet 95% 2:01 PM

OneStop: Austin Peay State University - Windows Internet Explorer

https://apbrlu6.apsu.edu/render.userLayoutRootNode.uP?uP_root=root

File Edit View Favorites Tools Help

VA Certification Request OneStop: Austin Peay St...

Everything you need...one stop.

Welcome | My Account Content Layout LiveMail D2L Outlook Groups Logout

Home Life Library Help **Web Self-Service** Search Work All

April 28, 2011

Campus Announcements

- Summer and Fall student position
- Dave Loos Basketball Camp at Austin Peay
- Tech Tip - Hiding Unused Web Browser Toolbars (Productivity)
- APSU Wind Ensemble Concert
- iTunes University Planned Outage 4:30PM April 27 to 8:00AM April 28

Click here to see the full announcement list

Local Weather

Clarksville, TN Weather

19°F, Overcast

Thu: 70°F / 49°F

Fri: 75°F / 51°F

Sat: 81°F / 59°F

Live radar

- Govs and Lady Govs Athletics
- Creative Arts
- University Recreation

Click here for full event calendar

Navigation

A-Z Index

0-9 | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U | V | W | X | Y | Z

Search APSU.edu

Search APSU

Faculty/Staff Directories

Search the faculty/staff directory by name, contact info or department

Web Cams

Campus Web Cams Local Web/Traffic Cams

New Residence Hall Downtown

APSU Snapshot

Ask the Gov

ASK THE GOV

Your Question:

Done

start http://apbrca1.apsu... Doc1.doc - Windows ... OneStop: Austin Pea... StepGuide_CertRequ... Internet 95% 2:02 PM

To access the electronic VA certification request, you will need to click on the Web Self-Service tab.



Main Menu - Windows Internet Explorer

https://apbrss1.apсу.edu/pls/TEST/twbkwbis.P_GenMenu?name=bmenu.P_MainMnu&msg=WELCOME+Welcome,+Jill+L.+Johnson,+to+the+APSU+Ban

File Edit View Favorites Tools Help

Main Menu

AP Austin Peay State University WEB SELF SERVICE

Personal Information Student Financial Aid and Veterans Affairs

Search Go

ACCESSIBILITY SITE MAP HELP EXIT

Main Menu

Welcome, , to the APSU Banner Self Service Information System! Last web access on Apr 28, 2011 at 01:00 pm

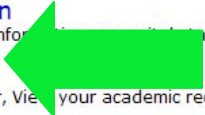
Personal Information
Update addresses, contact information, view status; review name or social security number change information; Change your PIN; Customize your directory profile.

Student
Apply for Admission, Register, View your academic records

Financial Aid and Veterans Affairs
Apply for Financial Aid; View financial aid status and eligibility, accept award offers, view loan applications and view Veterans Affairs

RELEASE: 8.2

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The VA Certification Request is accessible through the **Student** and the **Financial Aid/Veterans Affairs** options.

Student - Windows Internet Explorer

https://apbrs1.apcu.edu/pls/TEST/twbkwbis.P_GenMenu?name=bmenu.P_StuMainMnu

File Edit View Favorites Tools Help


Student

AP Austin Peay State University WEB SELF SERVICE

Personal Information **Student** Financial Aid and Veterans Affairs

Search Go RETURN TO MENU SITE MAP HELP EXIT

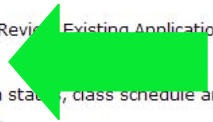
Student

 **APSU uses students' Live Mail address for all official university email.** Example: jdoe@my.apcu.edu

- Admissions**
Apply for Admission or Review Existing Applications
- Registration**
Check your registration status, class schedule and add or drop classes, withdraw from University
- Student Records**
View your holds, grades and transcripts
- Student Account**
View your account, tax information, confirm enrollment and make credit card payment
- BOSSCARS**
Parking permits, outstanding citations and citation history.

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If you choose the Student option, then you will need to click on Registration option next.

Registration - Windows Internet Explorer

https://apbrss1.apsu.edu/pls/TEST/twbkwbis.P_GenMenu?name=bmenu.P_RegMnu

File Edit View Favorites Tools Help

Registration

AP Austin Peay State University WEB SELF SERVICE

Personal Information **Student** Financial Aid and Veterans Affairs


Search Go RETURN TO MENU SITE MAP HELP EXIT

Registration

- Select Term
- Active Registration
- Add or Drop Classes
- Change or Declare Major, Concentration and/or Minor
- Look Up Classes
- Schedule of Classes - Printable
- Registration History
- Registration Status
- Student Detail Schedule
- Student Printable Schedule with Textbook Express
- Week at a Glance
- Withdraw from APSU
- NEW!** VA Certification Request

RELEASE: 8.2

Next, you will need to click on the VA Certification Request option.



Financial Aid - Windows Internet Explorer

https://apbrss1.apsu.edu/pls/TEST/twbkw/bis.P_GenMenu?name=bmenu.P_FinAidMainMnu

Financial Aid

AP Austin Peay State University WEB SELF SERVICE

Personal Information Student **Financial Aid and Veterans Affairs**

Search Go RETURN TO MENU SITE MAP HELP EXIT

Financial Aid

[Financial Aid Status](#)
View overall status, holds, academic progress, cost of attendance, financial aid awards, and messages.

[Eligibility](#)
Review Financial Aid Holds (which may prevent payment of awards) and document requirements; Display academic progress history.

[Award](#)
View account summary; Review awards; Accept award offers; Display award payment schedule; View loan applications; Review withdrawal information.

[E-Mail APSU Financial Aid Office](#)

[General Financial Aid](#)
Financial Aid Application and Information Links

[Veterans Affairs](#)

NEW! [VA Certification Request](#)

RELEASE: 8.8

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start http://apbrca1.apsu... Financial Aid - Windo... Document1 - Microsof...



If you choose the Financial Aid/Veterans Affairs option, you will only need to click on the VA Certification Request option.

VA Certification Request - Windows Internet Explorer

https://apbrss1.apsu.edu/pls/TEST/byfkvetc.p_initialize?reqno_in=144

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VA Certification Request

AP Austin Peay State University WEB SELF SERVICE


Personal Information Student Financial Aid and Veterans Affairs

Search Go [BACK TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

VA Certification Request

Please select the certification term below. If you select a main campus term, you will only be able to request certification for registered courses.

If you do not have a Ft Campbell degree as outlined in the Bulletin, you will only be able to request a VA Certification Request for the terms that you are registered for.

Select term: 

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You will not be able to select past terms. In order to have previous terms considered for VA education benefits, you will need to visit one of the APSU's Office of Veterans Affairs.

Done Internet 95%

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Personal Information Student Financial Aid and Veterans Affairs

Search Go

BACK TO MENU SITE MAP HELP EXIT

VA Certification Request

This enrollment certification request is to be used by active duty service members, veterans, reservists, Guardsmen, and dependents for U.S. Department of Veterans Affairs' education benefits. The APSU Office of Veterans Affairs will not process certifications for students who have not matriculated or submitted all required documents within designated deadline periods.

Students who have met all requirements and do not fall under active duty, less than half-time or Post 9/11 will be pre-certified for the next term. The only exception is the summer term at both campuses. The summer term has multiple accelerated sessions and will be processed after you are registered for the summer.

If you do not want to be pre-certified, you must submit your request in writing to the APSU Office of Veterans Affairs.

Continue

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VA Certification Request

Loading courses. ...
Please wait

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This is not an error.

Please be patient, this page may take a moment to load.

VA Certification Request - Windows Internet Explorer

https://apbrss1.apsu.edu/pls/TEST/byfkvetc.p_display_stud_info

File Edit View Favorites Tools Help

VA Certification Request

VA Certification Request

To indicate the courses that you are requesting to be certified to the U.S. Department of Veterans Affairs, you will need to click on the box next to the registered course under Certify.

You will only be able to request a VA enrollment certification for current and future registered terms. If you need to request a VA enrollment certification for a previous term, you must visit the Office of Veterans Affairs located at Ellington Bldg, 1st Floor, Room 135 for the appropriate paperwork.

Term: **Spring Semester 2011**

Chapter: **Chapter 30 (Montgomery GI)** VA File #:

Primary Major: **Computer Science (BS)** Concentration(s): **Database Administration**

Second Major: **GeoSciences (BS)** Concentration(s): **Geographic Info Analysis** Minor(s): **None**

My major information is incorrect.

Certify	Course Number	Course Title	Section #	Instructor	Credits
<input type="checkbox"/>	FIN-1000	Personal Finance	04	Williamson, Michael	3.0
<input type="checkbox"/>	PHED-1050	Beginning Tennis	07B	Harris, George	1.0
<input type="checkbox"/>	AGRI-4420	Forestry	12	STAFF	2.0
<input type="checkbox"/>	AGRI-4421	Forestry Lab	42	STAFF	1.0
<input type="checkbox"/>	GEOG-425A	Applied Geographic Info System	13	Gentry, Christophe	3.0
<input type="checkbox"/>	GEOG-4260	Remote Sensing	06	Gentry, Christophe	3.0
<input type="checkbox"/>	GEOG-4261	Remote Sensing Lab	08	Gentry, Christophe	1.0
<input type="checkbox"/>	GEOG-3060	Quantitative Geosciences	09	Frederick, Daniel	3.0
<input type="checkbox"/>	GEOG-3061	Quantitative Geosciences Lab	11	Frederick, Daniel	1.0

Continue

When selecting courses for your certification request, this page may take a moment to load. Please be patient and do NOT continue to click.

If you currently receive VA education benefits at APSU, your benefit, file number and program of study will be pre-loaded.

To request a course to be certified for VA education benefits, you will need to click on the box next to the "registered" course.

When selecting courses for your certification request, this page may take a moment to load. Please be patient and do NOT continue to click.

VA Certification Request

To indicate the courses that you are requesting to be certified to the U.S. Department of Veterans Affairs, you will need to click on the box next to the registered course under Certify.

You will only be able to request a VA enrollment certification for current and future registered terms. If you need to request a VA enrollment certification for a previous term, you must visit the Office of Veterans Affairs located at Ellington Bldg, 1st Floor, Room 135 for the appropriate paperwork.

Term: **Spring Semester 2011**

Chapter: **Chapter 30 (Montgomery GI)**

VA File #:

Primary Major: **Computer Science (BS)**

Concentration(s): **Database Administration**

Minor(s): **Computer Networking**

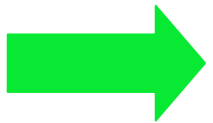
Second Major: **GeoSciences (BS)**

Concentration(s): **Geographic Info Analysis**

Minor(s): **None**

My major information is incorrect.

Certify	Course Number	Course Title	Section #	Instructor	Credits
<input type="checkbox"/>	FIN-1000	Personal Finance	04	Williamson, Michael	3.0
<input type="checkbox"/>	PHED-1050	Beginning Tennis	07B	Harris, George	1.0
<input type="checkbox"/>	AGRI-4420	Forestry	12	STAFF	2.0
<input type="checkbox"/>	AGRI-4421	Forestry Lab	42	STAFF	1.0
<input checked="" type="checkbox"/>	GEOG-425A	Applied Geographic Info System	13	Gentry, Christophe	3.0
<input checked="" type="checkbox"/>	GEOG-4260	Remote Sensing	06	Gentry, Christophe	3.0
<input checked="" type="checkbox"/>	GEOG-4261	Remote Sensing Lab	08	Gentry, Christophe	1.0
<input checked="" type="checkbox"/>	GEOG-3060	Quantitative Geosciences	09	Frederick, Daniel	3.0
<input checked="" type="checkbox"/>	GEOG-3061	Quantitative Geosciences Lab	11	Frederick, Daniel	1.0



Continue

VA Certification Request - Windows Internet Explorer

https://apbrss1.apsu.edu/pls/TEST/byfkvetc.p_confirm_request

File Edit View Favorites Tools Help

VA Certification Request

Austin Peay State University WEB SELF SERVICE

Personal Information Student Financial Aid and Veterans Affairs

Search Go [BACK TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

VA Certification Request

You are requesting VA certification for the courses listed below. If correct, please click the Continue button. If you need to make any changes, click the Go Back button to return to the previous page.

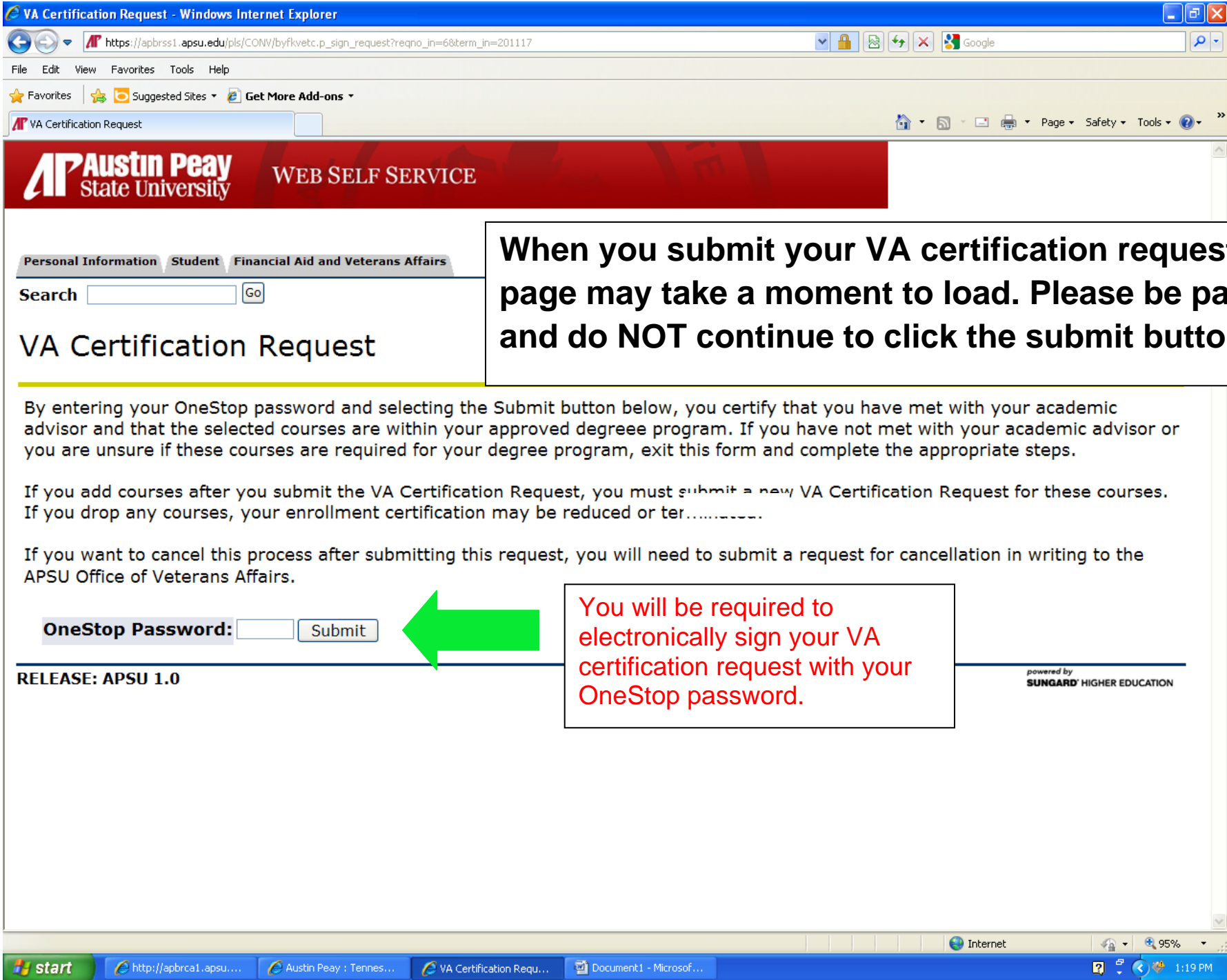
Term: **Spring Semester 2011**

Chapter: Chapter 30 (Montgomery GI) VA File #:

Primary Major: **Computer Science (BS)** Concentration(s): **Database Administration** Minor(s): **Computer Networking**

Second Major: **GeoSciences (BS)** Concentration(s): Geographic Info Analysis Minor(s): None

Course Number	Course Title	Section #	Instructor	Credits
GEOG-3060	Quantitative Geosciences	09	Frederick, Daniel	3.0
GEOG-3061	Quantitative Geosciences Lab	11	Frederick, Daniel	1.0
GEOG-425A	Applied Geographic Info System	13	Gentry, Christophe	3.0
GEOG-4260	Remote Sensing	06	Gentry, Christophe	3.0
GEOG-4261	Remote Sensing Lab	08	Gentry, Christophe	1.0
Total Credits =>				11.0



VA Certification Request

When you submit your VA certification request, this page may take a moment to load. Please be patient and do NOT continue to click the submit button.

By entering your OneStop password and selecting the Submit button below, you certify that you have met with your academic advisor and that the selected courses are within your approved degree program. If you have not met with your academic advisor or you are unsure if these courses are required for your degree program, exit this form and complete the appropriate steps.

If you add courses after you submit the VA Certification Request, you must submit a new VA Certification Request for these courses. If you drop any courses, your enrollment certification may be reduced or terminated.

If you want to cancel this process after submitting this request, you will need to submit a request for cancellation in writing to the APSU Office of Veterans Affairs.

OneStop Password:



You will be required to electronically sign your VA certification request with your OneStop password.

VA Certification Request - Windows Internet Explorer

https://apbrss1.apsu.edu/pls/CONV/byfkvetc.p_submit_request?reqno_in=6&term_in=201117

File Edit View Favorites Tools Help

VA Certification Request

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Personal Information Student Financial Aid and Veterans Affairs

Search Go [BACK TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

VA Certification Request

Your request has been successfully submitted. Your reference # is **6**. You should get a confirmation email shortly. If you don't receive one, please contact the APSU Office of Veterans Affairs at (931)221-1462.

[Return to Menu](#)

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Your confirmation email will be sent to your APSU LiveMail account. Our office will also receive a confirmation email that this has been submitted.

If you make any adjustments to your courses, you will need to repeat this process.

Done Internet 95% 1:19 PM

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