



REQUEST FOR SECOND PAYMENT Retraining Grant

Personal information you provide may be used for secondary purposes [Privacy Law, s.15.04(1)(m)].

WDVA Base File #: _____

Retraining Grants are often awarded in two payments. This form is to be used by those applicants who have received a partial award payment. To receive the balance of the grant awarded, the applicant must demonstrate satisfactory progress towards completion of the approved course of instruction or on-the-job training program, which must be verified by the School Veterans Official/Employer.

To be completed by the Veteran

- I am making satisfactory progress in my course of instruction/on-the-job training program and am requesting the balance of my Retraining Grant award.
- I have successfully completed my training program.

Name (please print): _____
(last) (first) (middle)

Signature: _____ Date _____

To be completed by the School Veterans Official/Employer

Name of School/Employer: _____

Check a box below:

- This veteran has successfully completed the training program.
- This veteran is enrolled and is making satisfactory progress towards completion of the approved course of instruction and is registered for school next semester.
- This veteran is enrolled and is making satisfactory progress towards completion of the approved on-the-job training program.
- This student did not make satisfactory progress. Explain:

Signature: _____ Date: _____ Phone: _____

Please submit this form to the Division of Veterans Benefits at the above address. If appropriate, a check will be sent to the applicant's County Veterans Service Officer.