Certifying Official Workshops

Certifying Official Workshops are held annually and are open to Certifying Officials at educational and training facilities. This year the workshops will be held in April at various locations around the state.

The Veterans/Military Education Division of the Pennsylvania Department of Education will conduct the annual School Certifying Official Workshops as listed below:

- Tuesday, April 9, 2013 – Erie Area – Mercyhurst College
- Tuesday, April 16, 2013 – Harrisburg Area – PaTTAN Center, Harrisburg
- Thursday, April 18, 2013 – State College Area – Penn State Innovations Center
- Tuesday, April 23, 2013 – Scranton/Wilkes Barre Area – Wilkes University
- Wednesday, April 24, 2013 – Allentown Area – DeSales University
- Monday, April 29, 2013 – Philadelphia Area – PaTTAN Center, King of Prussia

Certifying Official Workshops are open to all training establishments interested in veterans education benefits. The agenda will be forwarded to you as soon as it is complete. Sign-in for each workshop will occur between 8:00 and 8:30 am. The workshop will begin at 8:30 am but the session specific to OJT/Apprenticeship will not begin until 11:00 am. You may come to the general session starting at 8:30am or just for the break-out session at 11:00am. Lunch will be provided.

Please register Certifying Official Workshops by e-mail to Megan at meprice@pa.gov. If you are registering for more than one person from your training establishment, please make sure you include the NAME, POSITION, AND E-MAIL ADDRESS for each person you are registering.

Specific workshop information to include directions to the workshop site will be furnished in your registration confirmation e-mail.
Hiring Our Heroes

The U.S. Chamber of Commerce Foundation in partnership with the US Department of Veterans Affairs sponsors the Hiring Our Heroes Job Fairs taking place around the country. They have hosted over 400 hiring fairs in all 50 states, Puerto Rico, and the District of Columbia. Over 14,100 Veterans and military spouses have obtained jobs through these events. Employers looking to hire Veterans, may check the following link to see when the next Hiring our Heroes event will be near you. [http://www.uschamber.com/hiringourheroes/events](http://www.uschamber.com/hiringourheroes/events)

VA Requesting Additional Information

There have been a number of instances lately where the employee has received a letter from the VA requesting additional information. The employee then calls you and asks for certain information to be sent. In order for the VA’s request to be successfully complied with, request a copy of the VA’s request letter. Then send the required item ALONG WITH THE VA’S LETTER noting the date the item was sent. Keep a copy of the VA’s letter in the employees file where you keep copies of the monthly certs, etc.

Monthly Certification of Hours

[VA Form 22-6553d-1 Monthly Certification of Hours](http://www.gibill.va.gov/resources/verify_attendance/) is now available on the GI Bill website. It can be found at: [http://www.gibill.va.gov/resources/verify_attendance/](http://www.gibill.va.gov/resources/verify_attendance/). When completing the form enter the month and year hours were worked. Be sure not to certify hours in advance. The form must be dated either the last day of the month being certified or the following month.

You can either mail the completed form or send an electronic copy of the form by using the “Ask A Question” section of the GI Bill website.

State Approving Agency

Veterans/Military Education
Department of Education

The State Approving Agency acts on behalf of the VA to review evaluate and approve educational and training programs for Veterans and other eligible persons using the GI Bill. The State Approving Agency can advise you on which educational programs, on-the-job training/ apprenticeship, and flight programs are approved or can be approved for GI Bill Benefits. Contact numbers are as follows:

- Harrisburg 717-787-2414
- Philadelphia 215-560-2509
- Pittsburgh 412-565-5364