

MAKE YOUR VA BENEFITS APPLICATION PROCESS EASY BY USING THE FOLLOWING CHECKLIST

□ **Apply for VA Education Benefits**

First-time veteran and active duty applicants must complete VA Form 22-1990 Application for VA Education Benefits.

OR

Request a Change of Program or Place of Training

If you have received VA benefits at another university or UMUC was not listed in your initial application, complete VA Form 22-1995 Request for Change of Program or Place of Training.

□ **Request an Official Evaluation with UMUC**

All VA recipients must have a completed official evaluation (degree progress report) on file with UMUC within two terms of enrollment as a VA recipient. For details, visit www.europe.umuc.edu/advising.

□ **Request Certification of Your Enrollments**

Each time you enroll in courses, you must inform UMUC of the courses you would like to have submitted to the VA for benefits. You can do this in MyUMUC at my.umuc.edu.

The first time you request benefits each term (fall, spring, or summer), you will need to complete the Request for Certification form found in MyUMUC:

My Military > Request for Certification

If you enroll in additional courses within the same term, you will need to adjust your veterans benefits in MyUMUC:

My Military > Adjust My Certification

□ **Chapter 33, Post 9/11 Students: Submit COE**

All Chapter 33, Post 9/11 GI Bill® recipients should submit a copy of their Certificate of Eligibility (COE) by e-mail to coeva@umuc.edu.

GI Bill is a registered trademark of the U.S. Department of Veterans Affairs. More information about education benefits offered by VA is available at www.benefits.va.gov/gibill

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Helpful Tips

- All VA forms should be submitted electronically using the VA's VONAPP tool at vabenefits.vba.va.gov/vonapp.
- Active duty servicemembers should consult with their education services officer (ESO).
- For additional information and eligibility requirements, visit:
 - The UMUC Europe program coordinator at your local education center.
 - UMUC Europe Veterans Benefits www.europe.umuc.edu/vabenefits
 - The Department of Veterans Affairs (VA) www.benefits.va.gov/gibill
 - The Veterans Resource Center Offering resources, news, and information on academics, career exploration, and transition to separating servicemembers, veterans, and their families. www.umuc.edu/vrc

VA BENEFITS CHECKLIST CONTINUES

Tuition Assistance Top-Up: Chapters 30 and 33

If you are an active duty servicemember and TA benefits have only partially covered your tuition, you may be eligible to use Montgomery or Post-9/11 GI Bill® benefits to pay for the remaining tuition cost. You must complete a UMUC Request for Certification form and VA Form 22-1990 or 22-1995 (see reverse side).

For details on the Top-Up Program, visit www.benefits.va.gov/gibill/tuition_assistance.asp

Family Member Programs: Stay Informed

Transferring Chapter 33, Post 9/11 GI Bill® Benefits to Dependents (TEB)

Visit the DoD transferability application website at www.dmdc.osd.mil (military only) to determine if your dependents are eligible to receive transferred benefits.

Upon approval, family members may apply to use transferred benefits with VA by completing VA Form 22-1990e Application for Family Member to Use Transferred Benefits. The application should only be completed and submitted to the VA by the family member after the DoD has approved the request for TEB. Please do not use VA Form 22-1990 to apply for TEB.

Chapter 35 Dependents' Educational Assistance and the Post 9/11 GI Bill® Marine Gunnery Sergeant John David Fry Scholarship (Fry Scholarship)

Dependents of 100% disabled or deceased veterans may be eligible for Chapter 35 Dependents' Educational Assistance. Children of servicemembers who have died in the line of duty after 10 September 2001 may be eligible for the Fry Scholarship.

Students can apply for these programs using VA Form 22-5490. Chapter 35 and Fry Scholarship students will also need to complete a Request of Change of Program or Place of Training form and complete a UMUC official evaluation (see reverse side).

For more information, visit www.benefits.va.gov/gibill/dea.asp
www.benefits.va.gov/gibill/fry_scholarship.asp



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