



**Education Benefit Checklist for eligible persons
under GI Bill® : Chapters 30, 32, 33 Post-9/11 GI Bill®, 1606, and 1607**

Have you ever used your GI Bill® benefits before at Roberts Wesleyan College or Northeastern Seminary?

- Yes
 - No application is required from you. Please call/visit Julie Green in the Registration Office, your School Certifying Official on campus and request that a VA Enrollment Certification, VA Form 22-1999, be submitted on your behalf to the VA. The SCO certifies your actual enrollment period to the VA and that's what triggers your payment
 - If you are you not attending the same school → Complete and submit a Request for Change of Program or Place of Training, VA Form 22-1995 to the VA. The form can be accessed electronically for electronic submission at <http://vabenefits.vba.va.gov/vonapp/main.asp>
- No, this is my first time
 - Complete and submit an Application for VA Education Benefits, VA Form 22 1990 to the VA. Application is available for electronic submission online at <http://vabenefits.vba.va.gov/vonapp/main.asp>. In addition, you may be required to provide one or more of the following documents when you submit your original application
 - A copy of your DD Form 214 member 4 copy (Chapters 30, 33Post-9/11 GI Bill® and 1607 only)
 - DD Form 2384, Notice of Basic Eligibility, NOBE (Chapter 1606 only)
 - Once you have submitted your application, call/visit Julie Green in the Registration Office, your SCO on campus and request that a VA Enrollment Certification, VA Form 22-1999, be submitted on your behalf to the VA. The SCO certifies your actual enrollment period to the VA and that's what triggers your payment

Contact Julie Green, your School Certifying Official, if any of the following apply to you:

- You change your major
- You change from full-time to part-time status or vice versa
- You have been gone for a full term and are returning and wish to re-instate your benefits

If you are eligible to receive benefits under the Post-9/11 GI Bill® (Chapter 33)

- Your tuition and fee payments are sent directly to the school. Housing allowance, kickers and books and supplies stipend are sent directly to the student provided they are eligible for the benefit
- Remember that the Post-9/11 GI Bill® housing, books, and supplies are paid "in arrears." This means that your housing stipend for January won't be received until February. Also, if you are starting school for the first time, your first payment may not be for a full month of housing because we pay from the actual day you start school. So, if you start January 8, your February payment will be for the 23 days you attended in January

To obtain status of your education claim

- Contact the education call center at 1-888-442-4551 (Monday through Wednesday from 7:00 am to 5:00 pm, Central time). You can also send an electronic inquiry (7 days a week, 24 hours a day) on the website, www.gibill.va.gov under 'Submit a Question'

Sign up for at least a "Basic" account with eBenefits at www.gibill.va.gov this will allow you to check your eligibility and other benefits