New VA Student Checklist

What you must do before your enrollment can be certified:

1. Apply to Texas A&M University - Central Texas (TAMUCT). Undergraduate Applications can be completed by visiting www.applytexas.org. Contact the Admissions Office for deadline dates.

   - Texas A&M University - Central Texas requires military transcripts for all veterans applying to the University. Veterans and service members can order military transcript from the branch in which you served:
     - Army, Coast Guard, Marine Corp, & Navy (JST): https://jst.doded.mil

   Send All Transcripts to the Following Address:
   Texas A&M University - Central Texas
   Attention: Admissions Office
   1001 Leadership Place
   Killeen, TX 76549

   If you do not have a copy of your DD214, you may order one at:

   or

   Create an eBenefits account to access your military personnel file at:
   https://www.ebenefits.va.gov/ebenefits-portal/ebenefits.portal

2. If your benefits have never been used or applied for, submit your application (VA Form 22-1990/5490) to Veterans Administration as early as possible. Visit http://gibill.va.gov/ for information.

3. Meet with the Academic Advisor for degree plan advisement form and then enroll in a degree program approved for VA benefits, and register for courses that apply towards that degree.

4. Provide all supporting documentation to the TAMUCT Military & Veteran Services Center shown on the following page “Required Documents for VA Certification”.

Military & Veteran Services Center

Contact Information:
  Founder’s Hall
  Suite 221
  1001 Leadership Place
  Killeen, Texas 76549
  Email: va@tamuct.edu
  Phone: (254) 519-5423
  Fax: (254) 519-5420
  Website: https://www.tamuct.edu/veterans-affairs/index.html
REQUIRED DOCUMENTS FOR VA CERTIFICATION

*ALL REQUIRED FORMS AND DOCUMENTS MUST BE TURNED IN AT THE SAME TIME. INCOMPLETE PACKETS WILL NOT BE ACCEPTED.

Chapter 33 (Post 9/11):
- Certificate of Eligibility
  - Or VA Form 22-1990 (vets.gov) Application W/ Confirmation Number
  - DD-214 Member 4 (Unless Active Duty provide Orders)
    - If Degree Completion: Copy of orders assigning you to TAMUCT
  - VA Form 22-1995 (If you’ve used your GI Bill before)
- TAMUCT Request for VA Certification Form – Must be submitted every semester

Chapter 33 (Post 9/11 Transfer of Entitlement or Fry Scholarship):
- Certificate of Eligibility
  - Or VA Form 22-1990E (vets.gov) Application w/ Confirmation Number
- VA Form 22-5495 (If you’ve used your GI Bill before)
- TAMUCT Request for VA Certification Form – Must be submitted every semester

Chapter 30 (MGIB):
- Letter of Eligibility (We can certify enrollment without this)
- DD-214 Member 4 (Unless Active Duty provide orders)
  - If Degree Completion: Copy of orders assigning you to TAMUCT
- VA Form 22-1995 (If you’ve used your GI Bill before)
- TAMUCT Request for VA Certification Form – Must be submitted every semester

Chapter 35 (DEA):
- Letter of Eligibility (We will not certify enrollment without this)
- VA Form 22-5495 (If you’ve used your DEA benefits before)
- TAMUCT Request for VA Certification Form - Must be submitted every semester

Chapter 31 (VR&E):
- VA Form 28-1905 (Sent to TAMUCT from VR&E Case Manager)
- TAMUCT Request for VA Certification Form – Must be submitted every semester

Chapters 1606/1607 (REAP):
- For 1606: Notice of Basic Eligibility (NOBE)
- For 1607: DD-214 Member 4
- Letter of Eligibility
- VA Form 22-1995 (If you’ve used your GI Bill before)
- TAMUCT Request for VA Certification Form - Must be submitted every semester

**Notice to all Veterans:** If applicable, also submit copy of kicker or Army College Fund paperwork.
Documents are available at [https://www.tamuct.edu/veterans-affairs/index.html](https://www.tamuct.edu/veterans-affairs/index.html)
Documents can also be submitted via email at va@tamuct.edu or electronically using Warrior Web under the Veteran Affairs tab.