

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>
 - **Air Force (CCAF):** <http://www.au.af.mil/au/ccaf/transcripts.asp>

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:

<http://www.archives.gov/veterans/military-service-records/get-service-records.html>

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>



TEXAS A&M
UNIVERSITY
CENTRAL TEXAS

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>

Documents can also be submitted via email at va@tamuct.edu or electronically using Warrior Web under the Veteran Affairs tab.