

VA Education Benefits Checklist

1. **Post 9/11 GI Bill (Ch.33), Montgomery GI Bill (Ch. 30, Ch. 1606), DEA benefits (Ch. 35):**
Complete an application through the VA. Available through your eBenefits portal or <https://www.va.gov/education/how-to-apply/>
 - **Allow 30-45 days for processing time**
 - If approved, you will receive a “Certificate of Eligibility”. Please provide us with a copy of your Certificate of Eligibility.
 - If you have received benefits at a prior school, you will need to complete a “Request for Change of Program or Place of Training” - VA form 22-1995 available through the VA website above.
2. **Veteran Readiness and Employment (VR&E):** Complete an application through the VA at <https://www.va.gov/careers-employment/vocational-rehabilitation/>
 - **Allow 30-45 days processing time**
 - Once approved, you will be assigned to a VR&E counselor to create an education plan.
 - VR&E counselor will provide Purdue with an authorization.
3. Check the residency status on your Admissions acceptance letter. If you were accepted as a non-resident, review Purdue’s military residency policy here:
<https://www.purdue.edu/veterans/getting-started/residency.html>
 - If you are being charged non-resident charges and are **NOT** eligible for In-State tuition rates through our military residency policies, complete the Yellow Ribbon Application here: <https://www.purdue.edu/veterans/education-benefits/yellow-ribbon-program.php>
4. Register for classes
 - If you are a first-time student with Purdue, you will register for classes during **All Aboard Purdue**.
 - Returning students will be able to register via myPurdue during your established time ticket window after meeting with your advisor. Veterans and Servicemembers are offered priority registration, see your advisor to confirm your status. If they cannot confirm status, please contact the Veteran and Military Success Center.
5. Complete a “Veterans Request for Enrollment Certification” (VREC)- obtained through the Veteran and Military Success Center. Fillable form also available at <https://www.purdue.edu/veterans/education-benefits/documents/VA%20Request%20for%20Enrollment%20Cert%20fillable.pdf>
 - **You will need to complete a Request for Enrollment Certification every semester that you wish to use your benefits. Allow 4-6 weeks for payment after your certification has been completed.**

6. Payments for all VA Education benefits will be deposited directly, if account information was provided when the VA application was completed. Those that did not provide direct deposit information will receive a check mailed to the address provided on the application. If your address changes, notify the VA immediately at **1-888-442-4551**.

*** Partial months are pro-rated to the day when classes begin or end and benefits are paid accordingly. Keep in mind that payments are paid a month behind (for example: August is paid during the first week of September).**

7. Payments are released after the close of each month.

- **Ch. 30, Ch.33, Ch. 35, Ch. 1606: The VA has released new enrollment verification requirements. Please review the updated enrollment verification instructions, here: <https://www.va.gov/resources/gi-bill-enrollment-verification-faqs/>**
- **Ch. 31 payments will be automatically mailed at the close of each month. Checks will be mailed unless Direct Deposit has been set up specifically.**

8. IF YOU MAKE ANY ADJUSTMENTS TO YOUR SCHEDULE (UP OR DOWN) SEND AN EMAIL NOTIFICATION WITH YOUR NAME AND PUID TO dogtags@purdue.edu TO AVOID ANY OVERPAYMENT OF VA EDUCATION BENEFITS.

9. To ensure that you do not get dropped from your classes, you must Confirm your Enrollment prior to the start of the semester. Instructions can be found, here: <https://service.purdue.edu/TDClient/32/Purdue/KB/ArticleDet?ID=214>

Things to Remember

- All coursework must meet a degree requirement to be certified for VA Education benefits.
- You can only be “undecided” for four semesters before you must declare a degree seeking major.
- If you fail a class and your instructor indicates that you quit attending or never attended, it will be reported to the VA. They will require repayment of benefits in this case which could include interest.
- The VA will pay to re-take the same course if an “F” grade is received. If you pass a course with a “D” or better it cannot be certified a second time unless you provide documentation that your major requires a higher grade.
- If you take courses at another school that are applicable to your Purdue plan of study, send an email to dogtags@purdue.edu include your Name, PUID, other school name & location, course names, dates, & credit hours.