**Undergraduate Student Veteran**

**Chapters 30, 33 (Post 9/11), 1606, 1607 (REAP) Checklist**

This checklist is for student veterans using federal educational benefits seeking a degree from Auburn University.

**IMPORTANT**: In order to verify and process your federal (VA) educational benefits in an accurate and timely manner, you will need to complete **ALL** of the required actions/items contained herein, and then return the items to the Auburn University Veterans Resource Center (AUVRC) located on the 2nd floor, in room 217, at Foy Hall as soon as possible. **Incomplete (piece-by-piece)** submissions will not be accepted (except for Academic Advisor pwrk). Feel free to e-mail copies of the required submissions to veterans@auburn.edu, or fax to (334) 844-8166 or call (334) 844-8167 to speak to a representative in person about any questions or concerns you may have.

**Proof of Federal VA Benefits**: The following forms must be completed by the **STUDENT**. **NOTE**: Some items may be required to be submitted to the VA prior to submission to the AUVRC.

- **VA FORM 22-1990** – This form is required for those applying for benefits for the **first time**, unless a Certificate of Eligibility (COE) is provided. **NOTE**: If you have used benefits previously at another school, then you must complete a VA Form 22-1995 instead. Otherwise, complete form VA 22-1990 online at www.benefits.va.gov through the VONAPP application. Before submitting the electronic application, attach your KICKER contract if applicable). A copy of the submitted 1990/1995 containing your confirmation number will suffice as proof of submission. .

- **Certificate of Eligibility (COE)** – A copy of the COE issued by the Veterans Administration approving the student for federal educational benefits must be provided to the AUVRC when received.

- **NOTICE OF BASIC ELIGIBILITY DD FORM 2384-1 (NOBE)** – **REQUIRED** of current drilling National Guard and Reserve service members applying for benefits **for the first time**. This form is provided to the student by their respective unit.

*These forms may be turned in separately by your Academic Advisor* Meet with your AA to complete the following:

- **ACADEMIC ADVISOR LETTER**- This AU form is to be completed by your Academic Advisor. This AU form is located on www.auburn.edu/veterans .

- **CURRICULUM SHEET** – This must also be completed by your Academic Advisor. This curriculum must be applicable to your major and reflect all accepted coursework toward degree to date (including AP credit).

- **MILITARY TRANSCRIPTS**-You must provide your Academic Advisor a copy of your military transcripts for evaluation. To request a transcript: USA, USN, USMC or USCG: https://jst.doded.mil/official.html USAF: http://www.au.af.mil/au/ccaf/transcripts.asp

**Additional AUVRC Requirements**:

- **FEDERAL VA EDUCATIONAL BENEFITS INFORMATION SHEET**- This AU form is located on www.auburn.edu/veterans.

- **STATEMENT OF UNDERSTANDING (SOU)** –This AU form is located at www.auburn.edu/veterans.

- **ADDITIONAL RESOURCES FOR TUITION AND FEES ONLY** – You must report all scholarships, federal tuition assistance, waivers, fellowships, and/or grants. This AU form is located on www.auburn.edu/veterans.