UNDERGRADUATE STUDENT VETERAN

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

In order for the Auburn University Veterans Resource Center to complete your VA Educational Benefits verification, we will need the following items completed and returned to the Auburn University Veterans Resource Center (AUVRC) located on the 2nd floor Rm 217 in Foy Hall as soon as possible. Call (334) 844-8167 if you have any questions, or email veterans@auburn.edu:

The following forms **MUST be first completed by the applicant.** Some items may be submitted first to the VA, then provided to the AUVRC:

____ VA Form 22-1990 – **Required of those applying for benefits for the first time. Unless a COE can be provided instead.** (If you have used benefits previously at another school, then you must complete a VA Form 22-1995 instead.) Otherwise, fill out the VA 22-1990 online at www.gibill.va.gov through the VONAPP application. **PROOF that a VA Form 22-1990/1995 has been submitted is needed. A copy of the submitted 1990/1995 with the confirmation number on it will suffice.** Include KICKER Contract if appropriate.

____ Certificate of Eligibility (COE) – A copy of the COE issued by the VA, approving student for use of GI Bill benefits, must be provided to AUVRC upon receipt in mail by the student.

The following documents **MUST be provided** to the AUVRC as applicable:

____ DD Form 214 – **Only required from those applying for benefits for first time without a COE to determine percentage of eligibility.** Provide AUVRC with the Member 4 copy of DD Form 214. National Guard/Reserve members need to provide copies of all DD 214s received to date.

____ Notice of Basic Eligibility (NOBE) – DD Form 2384-1. **Required of current drilling National Guard and Reserve service members applying for benefits for the first time.** This form provided to the student by their respective unit.

Please visit the AUVRC **prior** to meeting with your Academic Advisor (AA). Request that your AA complete the AA letter provided by the AU VA Office. Return to AUVRC with the following documents from AA:

____ Academic Advisor Letter – Filled out with transfer credit from other schools, colleges, or within Auburn University (e.g. a change of major) listed. **Letter must be signed and dated by your AA.**

____ Curriculum Sheet – For your Major. Filled out, listing all accepted coursework toward degree to date.

____ Class Schedule – For current or future terms, whichever is appropriate and contains an AA signature with date. AA must also list yes (approval)/no (disapproval) next to each class.

Forms to be completed at the AUVRC:

____ Statement of Understanding (SoU)-Acquire from either AUVRC or through AUVRC website. Read, fill out, & return to AUVRC. All students will be verbally briefed in person or via phone concerning information on this document.

____ Post 9/11 GI Bill Additional Resources for Tuition and Fees Only. Student must report all scholarships, Federal Tuition Assistance, waivers, fellowships, and grants to the AUVRC. (Post 9/11 only).

____ Peer Advisors for Veterans Education (PAVE) form.