

Graduate Student Checklist CH's 30, 31, 33, 35, 1606, 1607

For Veterans, Active Duty, National Guard & Reserve and Dependents Authorized Transfer of Ch 33 Benefits. This form is applicable for graduate students seeking a degree from Auburn University.

In order for the VA Office to complete your VA Educational Benefits verification, we will need the following items completed and returned to room 203 Mary Martin Hall Auburn University as soon as possible. Call (334) 844-2517 or 6082 if you have any questions, FAX 334-844-6085, email barnasp@auburn.edu :

Meet with your Faculty **Advisor or Program Coordinator**.

____ Graduate **Transfer Credit, if approved by Department or Graduate School. These credits must be reported on departmental or Graduate School letterhead to the University VA Certifying Official, 203 Martin Hall, Auburn University or FAX to 334-844-6085.**

____ Turn in a copy of your Graduate Plan of Study or Course of Study or Temporary Plan of Study for your degree.

The following forms **MUST be completed by the applicant and returned** to the AU VA Office:

____ Ch 30, 33, Ch 1606 & 1607, **VA Form 22-1990** (fill out & return or apply online via VAONAPP) – Unless you have used benefits before...use VA Form 22-1995...see below if Transfer Student. **Include KICKER Contract if appropriate.**

____ **Chapter 33 Post 9/11 Information Sheet.** Received copy and have read the document.

____ **Chapter 33 Post 9/11 “What you should know about Post 9/11 GI Bill Implementation.”** Received copy and have read the document.

____ **Certificate of Eligibility (COE) from the VA indicating a VA Form 22-1990 has been submitted and the student is approved for Ch 33 Benefits.**

____ **DD Form -214** If a Veteran Ch 30, Ch 33, Ch 1606 (deployed) or 1607, provide a copy of the “Release from Active Duty” **Member 4 copy. Required if applying for benefits for the first time at Auburn and have not used VA benefits at any other school or college.**

____ **Ch 31 Vocational Rehabilitation Authorization Form 28-1905 from Case Manager.**

____ **Ch 1606 & 1607, NOBE, Notice of Basic Eligibility required unless submitting a VA Form 22-1995 for change of location. Include KICKER Contract if appropriate.**

____ **Statement of Understanding** ...fill out & return.

If you are **transferring** from another school or college or have **changed your major** within Auburn and you have used VA benefits there or before, you must fill out:

____ **VA Form 22-1995 or VA Form 22-5495**... fill out and return.