

## **Chapter 33 Checklist Post 9/11 GI Bill**

For Veterans, Active Duty, National Guard and Reserves. This form is for use by undergraduate students seeking a degree from Auburn University and have or are currently applying for Ch 33 educational benefits.

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](mailto:barnasp@auburn.edu) :

Meet with your **Academic Advisor (AA)**. Request that your Academic Advisor complete the copy of the AU Letter to Academic Advisors. Return the three (3) forms (**Signed letter, curriculum sheet, and course schedule**) to the address above.

\_\_\_ The **Transfer Credit** section of the letter from other schools or colleges or within Auburn University (e.g. a change of major). Transfer Credit Letter must be signed & dated by your AA.

\_\_\_ Obtain filled out/updated **Curriculum Sheet** for your Major.

\_\_\_ Obtain an AA signed and dated copy of **your Class Schedule for current or future terms**, whichever is appropriate.

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

\_\_\_ **VA Form 22-1990** (fill out & return or apply on-line at [www.gibill.va.gov](http://www.gibill.va.gov) on VONAPP) – Unless you have used benefits before...use VA Form 22-1995...see below if Transfer Student. **Include KICKER Contract if appropriate.**

\_\_\_ **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. The COE is REQUIRED. The COE is REQUIRED to be on-hand in the student's university VA folder. The COE is required for the university to credit the student's account for the COE percentage entitlement. The university Bursar will require payment of any charge not covered by this entitlement as per university billing policy.**

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

\_\_\_ **DD Form -214** If a Veteran, "Release from Active Duty" **Member 4 copy ... turn in copy. Required if applying for benefits for the first time at Auburn and have not used VA benefits at any other school or college and for applying for Ch 33 benefits.**

\_\_\_ **NOBE – Notice of Basic Eligibility** to indicate the student is currently a drilling Reserve or Nat'l Guard member. Get NOBE from the unit or on-line through [www.virtualarmory.com](http://www.virtualarmory.com) .

\_\_\_ **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**...fill out and return.