

- ☐ If you are the veteran, apply to use your benefits with the VA. Benefits can be applied for online at <https://www.vets.gov/education/apply/#modal> *It can take up to 30 days for the VA to process the application.*
- ☐ If you are the dependent or spouse of a veteran who is transferring benefits under Chapter 33 Post 9/11 make sure that the benefits have been approved for transfer by the DoD (the Veteran must have applied for their benefits and also completed a transfer of benefits). Once they have been approved for transfer, you, the dependent or spouse will now be considered the veteran and you will need to apply for benefits by going online <https://www.vets.gov/education/apply/#modal> *It can take up to 30 days for the VA to process the application.*
- ☐ If you are a dependent or spouse using Chapter 35 or dependents using Chapter 33 Post 9/11 Marine GYSGT John David Fry Scholarship please contact the VA to complete the appropriate documentation to become approved for benefits or apply online at <https://www.vets.gov/education/apply/#modal> *It can take up to 30 days for the VA to process the application.*
- ☐ Please go to <http://www.une.edu/registrar/veteran-benefits> to make sure you read and understand the information provided on the website. Please also visit the U.S. Department of Veteran Affairs website for more information: <https://www.benefits.va.gov/gibill/>
- ☐ Once you have been approved to use benefits the VA will send a Certificate of Eligibility (COE) to you. You will need to send a copy of the COE to the school for your file.

Chapter 31 – Vocational Rehabilitation & Employment (VR&E)

- ☐ For Chapter 31, Vocational Rehabilitation, your charges will be submitted to the VA upon completion of certification. In order for your benefits to be certified please make sure that your case manager has submitted a 1905 for certification each semester.

Chapter 30, 35, 1606, 1607

- ☐ For Chapters 30, 35, 1606 and 1607, your benefits are paid directly to you from the VA. You must make arrangements with Student Financial Services to pay your bill by the due date, in some cases this may be at time of registration.
- ☐ Each semester you must complete the online UNE Request for Certification form. This form can be found at <http://www.une.edu/registrar/veteran-benefits>. **If this form is not completed, your benefits will not be certified to the VA and you will be responsible for any finance charges and/or late fees as well as your full bill.**

Chapter 33 Post 9/11

- ☐ All Chapter 33 Post 9/11 recipients will also need to complete the GI Bill® Chapter 33 Post 9/11 Agreement.
- ☐ Each semester you must complete the online UNE Request for Certification form. This form can be found at <http://www.une.edu/registrar/veteran-benefits>. **If this form is not completed, your benefits will not be certified to the VA and you will be responsible for any finance charges and/or late fees as well as your full bill.**
- ☐ Since the Post 9/11 GI Bill® pays directly to the school, you will need to provide your Current Proof of Eligibility (either with an **up to date** Certificate of Eligibility (COE), through a print out or screen shot of your eBenefits page or with a Statement of Benefits from the vets.gov website). This allows the School Certifying Official to work with Student Accounts to memo your bill with the amount we expect to receive from the VA. **Without this, you will be required to pay your bill on its due date. Without this documentation, your enrollment will still be certified to the VA but again, you are responsible for your bill.**
- ☐ For Chapter 33 Post 9/11 you must make arrangements with Student Accounts for any portion of your bill not covered by your education benefits by the due date, in some case this may be at time of registration.