

# GAVILAN COLLEGE



Financial Aid/VA Office 5055 Santa Teresa Blvd Gilroy, CA 95020 Tel: 408-848-4734 Fax: 408-848-4752

## Veteran Benefits Checklist Sheet

**CERTIFICATION WILL BE REPORTED ON A SEMESTER BASIS AFTER THE CLASS PRINT OUT IS TURNED IN TO THE FINANCIAL AID OFFICE. THE CLASSES ENROLLED FOR THE SEMESTER MUST REFLECT ON YOUR EDUCATIONAL PLAN.**

Dear Veteran:

All items on this VA packet **must be returned to the VA /Financial Aid Office** (Including prior academic transcripts & class print out that matches your Ed Plan) before you can be certified.

The following must be completed in order to process your VA Educational Benefits. If not sure what your VA Education Benefits you are eligible for please go to [http://www.gibill.va.gov/GI\\_Bill\\_Info/benefits.htm](http://www.gibill.va.gov/GI_Bill_Info/benefits.htm), to determine what chapter you are eligible to apply. You can also go to our website: <http://www.gavilan.edu/finaid/va/forms.html> for forms for VA Educational Benefits or go on line to <http://vabenefits.vba.va.gov/vonapp/main.asp> to apply. Please return this form with your paperwork, complete with signature.

### Checklist for Veterans Applying for Educational Benefits

1. \_\_\_ Copy of **DD214**
2. \_\_\_ Application for Veterans Educational Benefits (Form 22-1999) or go on line to : <http://vabenefits.vba.va.gov/vonapp/main.asp> submit print-out of application or approved letter from Department of Veterans
3. \_\_\_ ***If a dependent the application for Survivors' and Dependents' Educational Assistance (Form 22-5490) and/or approved letter from Department of Veterans.***
4. \_\_\_ Veteran's Office Veteran Evaluation of Course Requirement for Current Major.
5. \_\_\_ Veteran Benefits Enrollment Certification Request 2009-2010.
6. \_\_\_ Academic transcripts from all other institutions
7. \_\_\_ Educational plan (***A major or program must be declared to be certified***)
8. \_\_\_ ***If you are eligible for the new GI Bill Chapter 33 Post 9/11 please fill-out the request for tuition fee waiver.***
9. \_\_\_ ***If you are a dependent of a veterans please fill-out the California Department of Veterans Affairs College Fee Waiver and send to the given address or fax to be approved. Once you receive the letter from the California Department of Veterans Affairs please complete the Board of Governors Fee Waiver Application (BOG) with a letter from the California Department of Veteran Affairs so you will not need to pay full tuition for the school year.***

**When claiming dependents, submit copies of marriage license, divorce decreed, (if applicable) and children's birth certificates. Veterans changing majors, address, or place of training, ask for VA 22-1995 for re-certification. Each semester bring a copy of your schedule and when adding or dropping let us know. The veteran is responsible in calling in enrollment certification to 877-823-2378 at the end of each month before payment is issued by the VA.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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## VETERAN EVALUATION OF COURSE REQUIREMENT FOR CURRENT MAJOR

VA Student's Name \_\_\_\_\_ ID or SSN \_\_\_\_\_

**Listed below are the names of all other colleges I have attended. Without these transcripts, the counselor cannot proceed.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

VA Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

**\*Per Veterans Affairs regulations, only one major or program is permitted for each evaluation form. Two programs cannot be combined, such as combining an Associate Degree with a Transfer Program.**

### **TO BE COMPLETED BY COUNSELOR**

Circle \*ONE Academic Objective:    A.A.    A. S.    Certificate    Transfer

Major \_\_\_\_\_

If transfer, indicate intended Transfer Institution \_\_\_\_\_

List ONLY Prerequisites (per Catalog) or Basic Skills (per assessment test results) courses needed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Courses which need to be repeated and why \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**(NOTE: VA will not pay for repeat courses unless the course is required to meet the academic objective or minimum GPA)**

Free elective units needed to meet unit requirement for academic objective \_\_\_\_\_

### **PRIOR CREDIT EVALUATION FOR CURRENT OBJECTIVE**

\_\_\_\_\_ All prior credit which fulfill major, general education, and/or unit requirements for current objective.  
Include all applicable units from Gavilan College and from all prior colleges.

Counselor Signature \_\_\_\_\_ Date \_\_\_\_\_

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## Veteran Benefits Enrollment Certification Request 2009-2010

Name: \_\_\_\_\_ Social Security # \_\_\_\_\_

VA File # \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone # Home: \_\_\_\_\_ Work: \_\_\_\_\_ e-mail \_\_\_\_\_  
(E-mail print clearly)

Date you were separated from the military \_\_\_\_\_

Have you served an aggregated period of active duty after 9/11/2001? \_\_\_ Yes \_\_\_ No

Under which program will you receive benefits for the first time?

**CHECK ONE**

Chapter 30 (New G.I. Bill) _____	Chapter 35 (Widow/Dependent) _____	Transfer _____
Chapter 31 (Voc. Rehab) _____	Chapter 106 (Reservist) _____	New Student _____
Chapter 32 (VEAP) _____	Chapter 33 (9/11) _____	Continuing Student _____
Chapter 34 (Old G.I. Bill) _____	Returning Student _____	

Are you applying for VA Educational Benefits for the first time? \_\_\_ Yes \_\_\_ No

*If you did apply for VA Educational Benefits at another school you need to fill out form 1995 Request of Change of School or Training.*

Name of the school you last received VA Benefits was \_\_\_\_\_

Number of college units completed \_\_\_\_\_ *(Includes all college work before, during and after military service)*

Academic Objective (Circle one) A.A. A.S. CERT. B.A. B.S. Transfer Program

Intended Transfer School \_\_\_\_\_

**PLEASE READ BEFORE SIGNING:** I understand that I must **REQUEST CERTIFICATION OF ENROLLMENT** and that the above information is correct. I understand that should any changes (adds, drops, withdrawals) take place, I will **PROMPTLY** notify Gavilan College Financial Aid/Veteran Office so that action can be taken to modify my certification. I further understand that I am liable for any overpayment that may occur due to not reporting changes on my part.

Signature \_\_\_\_\_

Date \_\_\_\_\_

**THIS INSTITUTION DOES NOT PARTICIPATE IN ADVANCE PAY**

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## Consent for Release of Veteran Student Information 2009-20010

If you wish your records to be released to another party, you must complete the information below; submit this form to the Financial Aid/VA Office and present valid picture identification, which can include:

1. Driver license
2. State ID
3. School ID
4. Military ID

Veteran Name \_\_\_\_\_ Veteran Gavilan ID # \_\_\_\_\_

I hereby authorize the individual(s) listed below access to information regarding my VA information at Gavilan College for the \_\_\_\_\_ academic year. I understand that this only pertains to the Veteran Information and not other Gavilan College Departments on campus and I have the right to rescind this request at any time.

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Veteran Signature Required \_\_\_\_\_ Date \_\_\_\_\_

### FOR OFFICE USE

Copy of picture ID attached \_\_\_\_\_  
Date Received \_\_\_\_\_ Staff Signature \_\_\_\_\_

## WHAT CHAPTER ARE YOU?

This is a list and short description of each chapter. For more information on the different VA chapters go on line to: <http://gibill.va.gov/>.

- ❖ **Chapter 31 Vocational Rehabilitation** – Veterans with compensable service connected disabilities that meet certain qualifications. Must be enrolled in minimum of 6 units to be eligible for this benefit. Contact Department of Veterans Affairs' Vocational Rehabilitation and Education program (also known as Voc-Rehab) which offers disabled vets counseling, training, education and other services needed to help reintegrate into the civilian workforce. <http://www.military.com/money-for-school/veteran/gi-bill/vocational-rehabilitation-and-employment-vre>
- ❖ **Chapter 1606 Montgomery GI Bill-Selected Reserve** – Active reserve and Guard members who, on or after July 1, 1985 agreed to serve at least six years.
- ❖ **Chapter 1607 Reserve Educational Assistance Program (REAP)** – Active members of the Selected Reserve called to active duty in response to a contingency operation declared by the President or Congress. The Chapter 1607 benefits pay a percentage of the Chapter 30 three-year or more rate based on the number of continuous service days on active duty.
- ❖ **Chapter 35 Dependents Educational Assistance** – Dependents and survivors of service-connected disabled veterans (100% total/permanent) or deceased veterans.
- ❖ **Chapter 30 Montgomery GI Bill** – This benefit is available in two categories to qualifying veterans:
  1. Active duty service beginning July 1, 1985 or after.
  2. Active duty service beginning on or before December 31, 1979 served continuously through June 30, 1988 or after.
- ❖ **Chapter 33 Post 9/11 GI Bill** - only active duty service performed after 9/11/2001, may be considered for determining eligibility for this new benefit. To be eligible, a service member or veteran must have served at least 90 days aggregate days on active duty. However, individuals honorably discharged for a service-connected disability who served 30 continuous days after 9/10/2001, may also establish eligibility. Submit letter of approve from the VA to the VA Certifying Official at Gavilan College

Go to: <http://vabenefits.vba.va.gov/vonapp/main.asp> for an electronic application form that may be completed and submitted online requesting your Veteran Education Benefits or come into the Gavilan College Financial Aid/Veteran Office for the paper application. You can also go to the following website [www.gavilan.edu/finaid](http://www.gavilan.edu/finaid) to print out an application for VA Educational Benefits. Once certified by the VA Certifying Official you can verify your units on [www.gibill.va.gov/wave](http://www.gibill.va.gov/wave).



# Department of Veterans Affairs

## APPLICATION FOR VA EDUCATION BENEFITS (VA FORM 22-1990)

Use this form to apply for educational assistance under the following benefit programs:

- Post- 9/11 GI Bill chapter 33 of title 38, U.S. Code
- Montgomery GI Bill (MGIB) chapter 30 of title 38, U.S. Code
- Montgomery GI Bill - Selected Reserve (MGIB-SR) chapter 1606 of title 10, U.S. Code
- Reserve Educational Assistance Program (REAP) chapter 1607 of title 10, U.S. Code
- Post-Vietnam Era Veterans' Educational Assistance Program (VEAP) chapter 32 of title 38, U.S. Code, or section 901 or section 903 of Public Law 96-342

### INFORMATION AND INSTRUCTIONS FOR COMPLETING THE APPLICATION FOR VA EDUCATION BENEFITS

Do not use this form to apply for Vocational Rehabilitation and Employment benefits (chapter 31 of title 38, U.S. Code), Dependents Educational Assistance benefits (chapter 35 of title 38, U.S. Code), Transfer of Entitlement, or National Call to Service (section 510 of title 10, U.S. Code). These benefits require different application forms that can be completed on-line and printed at [www.va.gov/vaforms](http://www.va.gov/vaforms) or can be obtained from the nearest VA regional office. They may also be available where you received this application.

**INTERNET VERSION AVAILABLE** - You may complete and submit this application on-line at [www.gibill.va.gov](http://www.gibill.va.gov). Click "Apply On Line" and select the "Education" option.

**VA VOCATIONAL AND EDUCATIONAL COUNSELING HELP AVAILABLE** - If you need help planning your individual educational and career goals, VA offers a wide range of counseling services to help you make these decisions. Services include educational and vocational guidance and such testing as necessary for you to develop a greater understanding of your skills, talents, and interests. For further information on VA counseling, call VA toll-free at 1-888-GI-BILL-1 (1-888-442-4551) or TDD at (800) 829-4833.

**NOTE:** The numbers on the instructions match the item numbers on the application. Items not mentioned are self-explanatory.

#### Part II

(This section provides an overview of the general eligibility requirements for various education programs. Additional requirements not listed on this form may be necessary.)

**ITEM 9A.** You may be eligible for benefits under the Post-9/11 GI Bill, also referred to as chapter 33, if you served at least 90 aggregate days on active duty (excluding entry level and skill training) after September 10, 2001. You may also qualify if you were discharged due to a service-connected disability after serving at least 30 continuous days on active duty after September 10, 2001.

**ITEM 9B.** You may be eligible for the Montgomery GI Bill, also referred to as MGIB or chapter 30, if you served on active duty and meet certain conditions. **NOTE:** You do not have to be on active duty to apply for benefits under this program. You must meet any one of the following conditions (there are additional requirements):

You first entered service on or after July 1, 1985, and you didn't decline this benefit at your initial entry into service

OR

You entered service (or agreed to delayed entry) before January 1, 1977, and you have educational assistance entitlement remaining under the Vietnam Era GI Bill (also known as "chapter 34")

OR

You were voluntarily separated under the Voluntary Separation Incentive (VSI) or Special Separation Benefit (SSB) programs and had your military pay reduced by \$1,200

OR

You were involuntarily separated from active duty after February 2, 1991,

OR

You were on active duty and a participant in the Post-Vietnam Era Veterans' Educational Assistance Program (VEAP) program on or before October 9, 1996, or you first entered the National Guard under title 32, U.S. Code, between July 1, 1985, and November 28, 1989, you elected chapter 30 benefits between October 9, 1996, and October 8, 1997, and you paid \$1,200

OR

You were on active duty and eligible for VEAP benefits on October 9, 1996, you elected chapter 30 benefits between November 1, 2000, and October 31, 2001, and you paid \$2,700.

**ITEM 9C.** You may be eligible for the Montgomery GI Bill - Selected Reserve Educational Assistance Program, also known as MGIB-SR or chapter 1606, if you are a member of the Selected Reserve and meet certain requirements, including a 6-year commitment. (The Departments of Defense and Homeland Security determine eligibility for this program.)

To expedite processing, attach a copy of your DD 2384, Selected Reserve Educational Assistance Program (GI BILL) Notice of Basic Eligibility. This form is also called a "NOBE." Your reserve unit should have issued this notice to you when you became eligible for the Montgomery GI Bill - Selected Reserve Educational Assistance Program. If you are unable to locate your copy, request a duplicate from your reserve unit.

**ITEM 9D.** You may be eligible for benefits under the Reserve Educational Assistance Program (REAP), also known as chapter 1607, if you are a member of the Ready Reserve and were called or ordered to active service to support a contingency operation for at least 90 consecutive days on or after September 11, 2001. (The Department of Defense and Homeland Security determine eligibility for this program.)

Attach a copy of any notice of eligibility to this program that you have received from your service component. Also, attach a copy of your orders showing you were called up to active service. If you do not have a copy of your orders, request a duplicate from your unit.

**ITEM 9E.** You may be eligible for benefits under the Post-Vietnam Era Veterans' Educational Assistance Program (VEAP), also known as Chapter 32, if your service began on or after January 1, 1977, and before July 1, 1985, and you contributed to a VEAP account. You may be eligible for benefits under the Post-Vietnam Era Non-Contributory Veterans' Educational Assistance Program, also known as "Non-Contributory VEAP" or Section 903", if your service began on or after November 30, 1980, and before October 1, 1981, and your branch of service paid contributions into your VEAP account.

**ITEM 9F.** If you are eligible for MGIB, MGIB-SR, OR REAP, you must elect to give up eligibility under the program for which you are eligible in order to receive benefits under the Post-9/11 GI Bill (chapter 33). If you are eligible for more than one of the programs listed (MGIB, MGIB-SR, and REAP), you are only required to give up one of the programs for which you are eligible in order to receive benefits under the Post-9/11 GI Bill. You may not receive more than a total of 48 months of benefits under two or more programs. If you elect chapter 33 in lieu of chapter 30, your months of entitlement under chapter 33 will be limited to the number of months of entitlement remaining under chapter 30 on the effective date of your election. However, if you completely exhaust your entitlement under chapter 30 before the effective date of your chapter 33 election, you may receive up to 12 additional months of benefits under chapter 33. If you wish to elect to receive benefits under the Post-9/11 GI Bill, check the box next to the program (only check one box) you are giving up.

**NOTE:** An election to give up benefits under an existing program and receive benefits under the Post-9/11 GI Bill is **IRREVOCABLE**. You should carefully consider your decision before completing this section. If you need more information to make a choice, you should visit our website at [www.gibill.va.gov](http://www.gibill.va.gov) or call our toll-free customer service number at 1-888-GIBILL-1 (1-888-442-4551).

### PART III

**ITEM 10A.** Self explanatory, except for the following items:

"Vocational Flight Training." You must already have a private pilot's license. If you are taking an Airline Transport Pilot course, you must have a valid first-class medical certificate on the date that you enter training. For all other flight courses, you must have a valid second-class medical certificate on the date that you enter training.

"National Test Reimbursement." You can be reimbursed for the cost of approved tests for admission to, or credit at, institutions of higher learning.

"Licensing or Certification Test Reimbursement." A licensing test is a test offered by a state, local, or federal agency that is required by law to practice an occupation. A certification test is a test designed to provide affirmation of an individual's qualifications in a specific occupation. Examples include EMT, CPA, MCSE, CCNP, etc.

"Tuition Assistance Top-Up" This benefit is payable only under MGIB and the Post-9/11 GI Bill programs. You can receive benefits to pay you for the difference between what the military pays with Tuition Assistance (TA) and the total costs of these courses.

### PART VIII

**QUESTIONS ARE ONLY FOR APPLICANTS WHOSE SERVICE BEGAN BEFORE JANUARY 1, 1977, (or delayed entry before January 2, 1978).** If you are currently married or if you have children under age 18 (under age 23 if in school), you should complete and return VA Form 21-686c. If your children are in school, you should also complete and return VA Form 21-674 for each child. If your parent(s) are dependent on you for financial support, you should complete and return VA Form 21-509. These forms may require additional documentation. VA cannot pay any additional benefits for dependents without properly completed forms and documentation. You can find VA forms 21-686c, 21-674, and 21-509 on-line at [www.va.gov/vaforms](http://www.va.gov/vaforms).

### ADDITIONAL HELP

If you need more help in completing this application, call VA TOLL FREE at 1-888-GI-BILL-1 (1-888-442-4551). If you are hearing impaired, call us toll-free at 1-800-829-4833. You can also get education assistance after normal business hours at our education Internet site [www.gibill.va.gov](http://www.gibill.va.gov).

### HOW TO FILE YOUR CLAIM

Be sure to do the following:

**(A) If you have selected a school or training establishment:**

Step 1: Mail the completed application to the VA Regional Processing Office for the region of that school's physical address. See next page for the addresses of these VA Regional Processing Offices.

Step 2: Tell the veterans certifying official at your school or training establishment that you have applied for VA education benefits. Ask him or her to send your enrollment information using VA Form 22-1999, Enrollment Certification, or its electronic version.

Step 3: Wait for VA to process your application and notify you of its decision concerning your eligibility for education benefits.

**(B) If you haven't selected a school or training establishment:**

Step 1: Mail the completed application to the VA Regional Processing Office for the region of your home address. See next page for the addresses of these VA Regional Processing Offices.

Step 2: Wait for VA to process your application and notify you of its decision concerning your eligibility for education benefits.