

## VA Frequently asked questions

### 1. How do I apply for my VA education benefits?

To apply, please access the VA website at <https://www.benefits.va.gov/gibill/>. There are two different options for applying for benefits. VonApp is the online process. If you do not have access through VonApp, you can complete a paper copy of the correct form (see question 2.), [https://www.benefits.va.gov/gibill/handouts\\_forms.asp](https://www.benefits.va.gov/gibill/handouts_forms.asp), if you print the paper form, you can send scan and email it to [veteranservices@jbu.edu](mailto:veteranservices@jbu.edu) or fax it to 479-524-7278 and this office will see that it is forwarded to the VA Regional Office in Muskogee

### 2. What benefit type do I use?

Chapter 1606 – Active Duty Benefits

Chapter 30 – Montgomery GI Bill – both for active duty and retired

Chapter 33 – Post 9/11

Chapter 31 – VA Vocational Rehabilitation – Veteran's with a service related disability

Chapter 35 – Dependent, Survivor educational benefits – High school seniors potentially could have an educational benefit available to them during their senior year. Please have the student contact the Certifying Official.

If you are unsure of your educational benefit type, please let me know and I will attempt to help you with that.

### 2. What form do I use?

#### **For chapters 1606, 30 and 33:**

\* If you are the veteran, and you have never used your benefits before you will complete a form 22-1990 – Application for Education Benefits.

\* If you are the **veteran** and you have used your benefits, you will need to complete a form 22-1995 – Change of Program.

\*\* If you are the **dependent** of the veteran and Chapter 33 – Post 9/11 benefits are being transferred to you (Transfer of Eligibility - ToE), the service member or veteran must first apply with the Department of Defense to transfer benefits. Once the DoD has approved the transfer, the dependent should apply using the form 22-1990E – Application for Education Benefits.

\*\* If transferred benefits have previously been used at a different college or university, you will apply using the form 22-1995E.

**For chapter 35 (Survivors and Dependents):**

\* If you have never used the benefits before you will complete a form 22-5490 – Application for benefits.

\* If you have used the benefits before, you will need to complete a form 22-5495 – Change of program.

**For chapter 31 (VA Vocational Rehabilitation):**

\* Contact your VA Voc Rehab counselor.

**Tuition Assistance:**

\* Please provide a copy of your approved Tuition Assistance forms to the School Certifying Official.

**Tuition Assistance/TopUp:**

\* TopUp is selected as a part of the Tuition Assistance process. Please notify the School Certifying Official of your intent to use TopUp.

Within approximately 30 days of completion of your application, the VA should send you a Certificate of Eligibility.

4. What do I do with the Certificate or Letter of Eligibility from the VA?

Please provide a copy of your Certificate of Eligibility to this office. Please keep the original for your own records. The copy can be scanned and emailed to [Veteranservices@jbu.edu](mailto:Veteranservices@jbu.edu), faxed to 479-524-7278, or taken to the Registrar's Office here on the JBU Main campus.

5. What VA payments will I receive?

Chapter 1606, 30 and 35 provide benefit payments to the student.

Chapter 33 provides tuition payments to JBU. Monthly housing allowance and a book stipend are paid to the student.

Chapter 31 provides payments to JBU. Chapter 31 stipend is paid to the student.

Tuition Assistance is paid to JBU.

TopUp can be paid to JBU (Chapter 33) or can be paid to the student (Chapter 1606, 1607 or 30).

6. How long does it take for the VA to pay me?

Currently the VA has been paying students approximately 30 days after the beginning of the term. Some payments take up to 60 days. Processing depends on the number of claims the Muskogee Regional Office is processing at any given time. Fall term processing tends to be a bit slower than Spring term processing.

7. When does the VA get notified of my attendance?

The currently policy is to provide certification (22-1999) to the VA with the following schedule:

Undergraduate:

Fall term – after August 1<sup>st</sup> IF the student is registered for a minimum of 12 hours and not waitlisted. If the student is waitlisted for any number of hours, I will contact the student to verify the schedule.

Spring term – after December 1<sup>st</sup>, with the same criteria as above.

Summer term – after April 1<sup>st</sup>.

Graduate:

Fall term – after August 1<sup>st</sup>.

Spring term – after December 1<sup>st</sup>.

Summer term – after April 15<sup>th</sup>.

For Undergraduate Online or Graduate Fall, Spring or Summer session B, if a change new registration comes in after the original term registration, these are processed approximately 2 weeks before the term begins or at the time I receive notification of registration.

If the student makes a change in registration (hours added or dropped), it is the student's responsibility to contact the Certifying Official with the change in hours.

8. For questions or if I can be of any assistance, please email [veteranservices@jbu.edu](mailto:veteranservices@jbu.edu) or call 479-524-7103.