



Applying for Federal Veterans Benefits A USF Guide for Veterans

Prospective Veteran Students:

The information that appears below will aid you in applying for federal veteran’s benefits and other federal and state assistance. This is guide will help you through the process and keep you and your benefits on track.

<u>Step</u>	<u>Instructions</u>
<ul style="list-style-type: none"> • Apply for Admission 	<ul style="list-style-type: none"> • Click this link to apply for Admission
<ul style="list-style-type: none"> • Request Academic Transcripts 	<ul style="list-style-type: none"> • Request academic transcripts from all previously attended colleges be sent to University of St. Francis • Army/Navy/Marines/Coast Guard • Air Force
<ul style="list-style-type: none"> • Take any required placement tests (if applicable) • Register for your classes 	<ul style="list-style-type: none"> • You will meet with an academic advisor prior to this step. • Ensure you have declared a major and that you only register for classes that are required for your degree objective. • Ensure you contact the Veterans Certifying Official (VCO) before you make any changes to your schedule—this will prevent potential overpayments with the VA.
<ul style="list-style-type: none"> • Complete any materials/requests given to you by Admissions/Business Office/Financial Aid Services/Health Services 	<ul style="list-style-type: none"> • Keep up with these requests by going to My USF Portal to see if you have messages or additional requirements pending.
<ul style="list-style-type: none"> • Apply on VA eBenefits 	<ul style="list-style-type: none"> • Go to the VA eBenefits website <i>(eBenefits is the VA Veteran information portal that can</i>

	<p><i>provide you with information on your remaining VA education benefit entitlement, enrollment certification information and payment schedules.)</i></p> <p>Forms:</p> <ul style="list-style-type: none"> • VA 22-1990 (Never used GI Bill before) • VA 22-1995 (Change of Place or Program) • VA 22-5490 (Dependent/Never used GI Bill before) • VA 22-5495 (Dependent/Change of Place or Program) • VA 22-1900 (Vocational Rehab)
<ul style="list-style-type: none"> • Send supporting documents to the Veterans Certifying Official or fax to (815)-740-3822 	<ul style="list-style-type: none"> • Member 4 Copy of DD214 • Certificate of Eligibility (COE) resulting from your application for VA benefits (normally 3-4 weeks after application)
<ul style="list-style-type: none"> • File your FAFSA 	<ul style="list-style-type: none"> • Complete the Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov to determine if you qualify for other federal or state financial assistance • The school code for USF is 001664. USF highly recommends you apply for other federal and state assistance to use in conjunction with your VA benefits.
<ul style="list-style-type: none"> • Verify your attendance on a monthly basis 	<ul style="list-style-type: none"> • If you are receiving Chapter 30 (Montgomery GI Bill), Chapter 1606 or Chapter 1607 benefits, you must verify your attendance each month by going to: https://www.gibill.va.gov/wave/index.do