

# Applying For Veterans Affairs Education Benefits



To activate benefits, a student must complete the appropriate application and submit paperwork as outlined below.

- Montgomery GI Bill® – Active Duty (Ch. 30): *VA Form 22-1990 and DD Form 214*
- Post-9/11 GI Bill® (Ch. 33): *VA Form 22-1990 and DD Form 214 or NOBE*
- Post-9/11 GI Bill® – Transfer of Entitlement (TEB): *VA Form 22-1990E (after DoD approval)*
- Post-9/11 GI Bill® – Fry Scholarship: *VA Form 22-5490*
- Dependents' Educational Assistance (Ch. 35): *VA Form 22-5490*
- Montgomery GI Bill® – Selected Reserve (Ch. 1606): *VA Form 22-1990 and NOBE*
- Reserve Education Assistance Program (Ch. 1607): *VA Form 22-1990, DD Form 214 and NOBE*

## Submission of Application Paperwork

Hardcopy applications and paperwork can be submitted to the Registrar's Office and will be forward to VA. If you prefer to apply online ([www.benefits.va.gov/gibill](http://www.benefits.va.gov/gibill)), please submit a copy of the application summary to the Registrar's Office. By having a copy of your paperwork on file at the college, we can ensure timely certification. Once your application is processed and you have been approved for benefits, VA will mail you a Certificate of Eligibility. Please submit a copy to the Registrar's Office.

## Applying for the Post-9/11 GI Bill® (Chapter 33)

A student who elects to use the Post-9/11 GI Bill® (Chapter 33) must relinquish entitlement under another VA benefit. This choice is irrevocable and can affect both payment amount and months of entitlement. Students who wish to elect Chapter 33 must submit VA Form 22-1990 even if they have previously applied for VA benefits. Because there are many factors to consider, students are advised to consult with VA before making a decision. A benefits calculator can be found at [www.veterans.ny.gov](http://www.veterans.ny.gov).

## Guest Students

Students who are enrolled at two schools concurrently and wish to use benefits at both institutions must submit proof to the guest school that the courses being taken there apply toward the degree program at the home school. Forms for this purpose are available in the Hudson Valley Registrar's Office and must be signed by the student's home school and returned to the Registrar's Office at Hudson Valley.

## Processing Time

Certification of enrollment for paid students is sent during the first week of classes. Payment of benefits begins when the enrollment certification has been processed by VA. Students will not receive benefits immediately and should be prepared for the standard processing time. The book stipend under the Post-9/11 GI Bill® is not available for use prior to the start of the semester. Students may purchase books out of pocket or by using a Bookstore Advance available through the federal financial aid application process. For more information about a Bookstore Advance, students should contact the Financial Aid Office.

## Using VA Benefits to Pay Tuition

### Veteran's Tuition Deferral

Since certification of enrollment occurs on the first day of classes, benefits are not paid by VA to the school or student until after the tuition due date. Understanding that students may be relying on these benefits to pay tuition, students may sign a tuition deferral, allowing them to complete the registration process now and submit payment by a later deadline, as indicated on the deferral. For students using the Post-9/11 GI Bill®, payment will be made by VA directly to the school once the certification has been processed. Please note, students are responsible for paying the Vehicle Registration Fee as it is not covered by VA. Students who are eligible for the Post-9/11 GI Bill® at less than 100% will be liable for the portion of tuition and fees not paid by VA. Students using all other VA benefits will be paid directly and are responsible for payment to the school by the deferral deadline. Deferrals are available only to students who have a completed benefits application or Certificate of Eligibility on file at the Registrar's Office. Students must not be delinquent for a prior semester's tuition.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at [www.benefits.va.gov/gibill](http://www.benefits.va.gov/gibill).