



**Welcome to  
Sam Houston State University**

# Admission Process for Bachelor Degree Programs

## Step 1 Apply for CH 1606 VA Education Benefit

- Apply online at [www.va.gov](http://www.va.gov)
- Once on the site proceed through the prompts shown on the following pages to apply for your “Certificate of Eligibility”(COE) from the VA

Continue to next page



# Step 1

Once on the website  
click the top drop-  
down tab “VA Benefits  
and Health Care”

An official website of the United States government [Here's how you know](#)

VA | U.S. Department of Veterans Affairs

Search Contact us Sign in

**VA Benefits and Health Care** About VA Find a VA Location

**COVID-19 vaccine and general information**

To sign up to get a COVID-19 vaccine from VA, visit our [vaccine information page](#).

For questions about how COVID-19 may affect your VA health care and benefit services, [visit our coronavirus FAQs](#) or [read VA's public health response](#).

## Access and manage your VA benefits and health care

### Health care

- [Refill and track your prescriptions](#)
- [Send a secure message to your health care team](#)
- [Schedule and manage health appointments](#)
- [View your lab and test results](#)
- [Apply now for VA health care](#)

### Disability

- [Check your claim or appeal status](#)
- [View your payment history](#)
- [Upload evidence to support your claim](#)
- [File for a VA disability increase](#)
- [File a claim for compensation](#)

### Education

- [View your payment history](#)
- [Change your current education benefits](#)
- [Compare GI Bill benefits by school](#)
- [Apply for education benefits](#)

### Records

- [Get Veteran ID cards](#)
- [Get your VA medical records](#)
- [Download your benefit letters](#)
- [Change your address](#)
- [Request your military records \(DD214\)](#)

Continue to next page



Veterans Resource Center  
SAM HOUSTON STATE UNIVERSITY



# Step 1

Click the “Education and training” tab

Click the “How to apply” link

The screenshot shows the U.S. Department of Veterans Affairs website. At the top, there is a navigation bar with the VA logo, the text "U.S. Department of Veterans Affairs", and links for "Search", "Contact us", and "Sign in". Below this is a main menu with "VA Benefits and Health Care", "About VA", and "Find a VA Location". The "VA Benefits and Health Care" menu is expanded, showing a list of categories: "Health care", "Education and training", "Pension", "Housing assistance", "Burials and memorials", "Life insurance", "Records", "Service member benefits", and "Family member benefits". The "Education and training" category is highlighted with a red box. To the right of this menu, under the heading "Get education benefits", there are links for "About GI Bill benefits", "Eligibility", "How to apply", "Vocational rehabilitation and Employment", and "Survivor and dependent education benefits". The "How to apply" link is also highlighted with a red box. To the right of this is a section titled "Manage your benefits" with links for "View your VA payment history", "Check your Post-9/11 GI Bill benefits", "Transfer your Post-9/11 GI Bill benefits", "Change your GI Bill school or program", and "Change your direct deposit information". On the far right, there is a "GI Bill® Comparison Tool" section with the text "Learn about education programs and compare benefits by school." At the bottom of the page, there are two columns of links: "Check your Post-9/11 GI Bill® benefits", "View your payment history", "Change your current education benefits", "Compare GI Bill benefits by school", "Apply for education benefits", "Get Veteran ID cards", "Get your VA medical records", "Download your benefit letters", "Change your address", and "Request your military records (DD214)".

VA Benefits and Health Care ^ About VA v Find a VA Location

Health care > View all in education >

**Education and training** >

Pension > Eligibility

Housing assistance > How to apply

Burials and memorials > Vocational rehabilitation and Employment

Life insurance > Survivor and dependent education benefits

Records >

Service member benefits

Family member benefits

**Get education benefits**

About GI Bill benefits

Eligibility

How to apply

Vocational rehabilitation and Employment

Survivor and dependent education benefits

**Manage your benefits**

View your VA payment history

Check your Post-9/11 GI Bill benefits

Transfer your Post-9/11 GI Bill benefits

Change your GI Bill school or program

Change your direct deposit information

**GI Bill® Comparison Tool**

Learn about education programs and compare benefits by school.

[Check your Post-9/11 GI Bill® benefits](#)

[View your payment history](#)

[Change your current education benefits](#)

[Compare GI Bill benefits by school](#)

[Apply for education benefits](#)

[Get Veteran ID cards](#)

[Get your VA medical records](#)

[Download your benefit letters](#)

[Change your address](#)

[Request your military records \(DD214\)](#)

Continue to next page



Veterans Resource Center  
SAM HOUSTON STATE UNIVERSITY



# Step 1

Click the green  
“Find your  
education  
benefits form”  
box

Continue to next page



Veterans Resource Center  
SAM HOUSTON STATE UNIVERSITY

VA



U.S. Department  
of Veterans Affairs

Search

Contact us

Sign in

VA Benefits and Health Care

About VA

Find a VA Location

[Home](#) > [Education and training](#) > [How to apply](#)

## Education and training

Get benefits

GI Bill

Eligibility

How to apply

After you apply

Vocational Rehab and  
Employment

Educational and Career  
Counseling

Survivor and dependent  
benefits

Other VA education benefits

Manage benefits

More resources

## How to apply for the GI Bill and related benefits

Find out how to apply for the GI Bill and other VA education benefits as a Veteran, service member, or qualified family member.

### How do I prepare before starting my application?

- Find out if you're eligible for VA education benefits
- Gather the documents and information listed below that you'll need to apply for education benefits.
- See what benefits you'll get at the school you want to attend.  
[Use the GI Bill Comparison Tool](#)

**Note:** To apply for Vocational Rehabilitation and Employment (also called Chapter 31) or educational and career counseling (also called Chapter 36) benefits and services, you'll need to use a different application.

[Find out how to apply for Vocational Rehab and Employment](#)  
[Learn more about Educational and Career Counseling](#)

### What documents and information do I need to apply?

- Social Security number
- Bank account direct deposit information
- Education and military history
- Basic information about the school or training facility you want to attend or are attending now

### How do I apply?

You can apply online right now. Just answer a few questions, and we'll help you get started with the education benefits form that's right for you.

Find your education benefits form

# Step 1

These are the  
standard questions  
and answers for new  
Veteran applicants

Once completed click  
“Apply Now”

Continue to next page



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SAM HOUSTON STATE UNIVERSITY

## How do I apply?

You can apply online right now. Just answer a few questions, and we'll help you get started with the education benefits form that's right for you.

[Find your education benefits form ^](#)

Are you applying for a new benefit or updating your current education benefits?

- ☒ Applying for a new benefit
- ☐ Updating my current education benefits
- ☐ Applying to extend my benefit using the Edith Nourse Rogers STEM Scholarship

Are you a Veteran or service member claiming a benefit based on your own service?

- ☒ Yes
- ☐ No

Are you claiming a **National Call to Service** education benefit? (This is uncommon)

- ☐ Yes
- ☒ No

Are you applying for Veteran Employment Through Technology Education Courses (VET TEC)?

- ☐ Yes
- ☒ No

[Apply Now](#)



# Step 1



Click on either link to proceed

Note: it is recommended you sign in to complete your application

Continue to next page



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U.S. Department of Veterans Affairs

[Search](#) [Contact us](#) [Sign in](#)

[VA Benefits and Health Care](#) [About VA](#) [Find a VA Location](#)

[Home](#) › [Education](#) › [Apply for education benefits](#)

## Apply for education benefits

Equal to VA Form 22-1990 (Application for VA Education Benefits).

**i Save time—and save your work in progress—by signing in before starting your application**

When you're signed in to your VA.gov account:

- We can prefill part of your application based on your account details.
- You can save your application in progress, and come back later to finish filling it out. You'll have 60 days from the date you start or update your application to submit it. After 60 days, we'll delete the form and you'll need to start over.

**Note:** If you sign in after you've started your application, you won't be able to save the information you've already filled in.

[Sign in to start your application](#)

[Start your application without signing in](#)

Follow the steps below to apply for education benefits.

1

Prepare

# Step 1

Complete Form 22-1990 in order to receive your COE

Turnaround time should take approximately four - six weeks to receive in the mail

Continue to next page



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SAM HOUSTON STATE UNIVERSITY

VA



U.S. Department  
of Veterans Affairs

Search

Contact us

Sign in

VA Benefits and Health Care

About VA

Find a VA Location

[Home](#) > [Education](#) > [Apply for education benefits](#)

## Apply for education benefits

Form 22-1990

### 1 of 8 Applicant Information

You aren't required to fill in all fields, but we can review your application faster if you provide more information.

First name (\*Required)

Middle name

Last name (\*Required)

Suffix

Social Security number (\*Required)



# Admission Process for Bachelor Degree Programs

## Step 2 Apply to University

- Note: There is a non-refundable application fee you must pay in order to submit

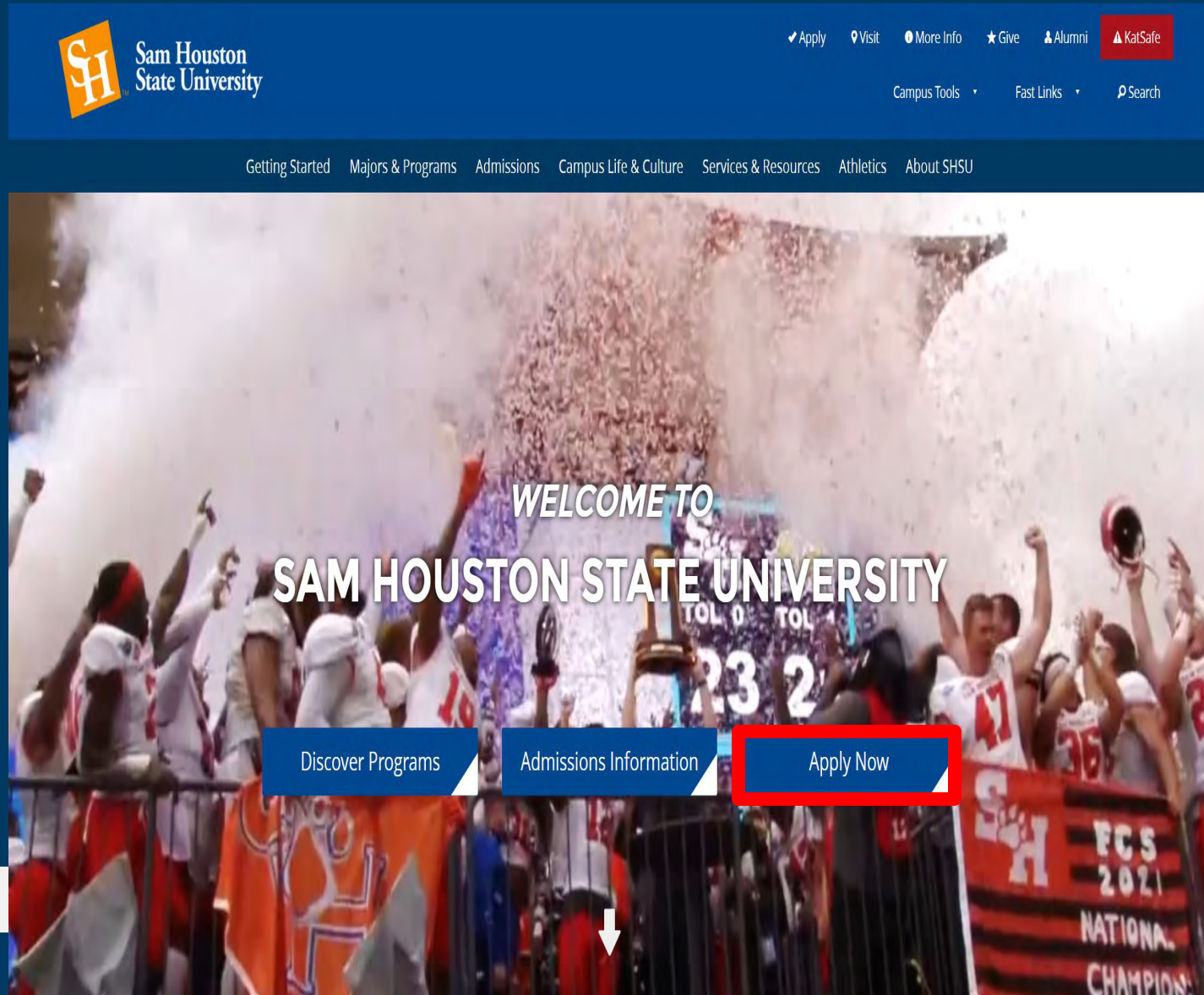
Continue to next page



## Step 2

Go to the Sam Houston State University home webpage

Click the “Apply Now” tab



Continue to next page



## Step 2

Explore the different options and pick the one that's best for you

Take note of the application deadlines below this section



**Summer 2022**  
goapplytexas.org



**Fall 2022**  
goapplytexas.org



**Spring 2023**  
goapplytexas.org



**Medical Students  
(TMDSAS)**

Which application should I choose?

### ApplyTexas Application

- Beginning Freshman
- Former/Returning Student
- Transfer Student
- Graduate Student
- International Student

### TMDSAS Application

- Osteopathic Medical Student

Continue to next page



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# Admission Process for Bachelor Degree Programs

## Step 3 Submit Military Transcripts to University

- Request your Joint Service Transcript (JST) via <https://jst.doded.mil>
- Submitting your JST will satisfy your Kinesiology credits & in some occasion's other credits as well

Continue to next page



# Admission Process for Bachelor Degree Programs

## Step 3 Submit Military Transcripts to University

- Note: Air Force Veterans will have to request transcripts from this link  
<https://www.airuniversity.af.edu/Barnes/CCAF/Display/Article/803247/community-college-of-the-air-force-transcripts/>

Continue to next page



## Step 3



LOG IN

Click “Register”

Proceed to complete the request form and ensure it is sent to Sam Houston State University

Quick Links ▾

📍 JST ▾

### Who We Serve

Army, Coast Guard, Marine Corps, and Navy: Active Duty, Reserve and Veterans.

### Register to Use this System

If you are prior Army, Coast Guard, Marine Corps, or Navy or do not have access to a Common Access Card (CAC) reader, then [REGISTER](#) for a JST account.

[How to make updates or corrections to your JST transcript](#)

[How to request an official transcript](#)

[Frequently asked questions](#)

[Academic institutions](#)

👤 [Contact Us](#) <

👤 [For Army Access Issues](#) <

💻 [USAFI/GED Transcripts](#) <

## Sign in to JST

👤 Username

🔒 Password

[Forgot Password](#)

SIGN IN

CAC LOGIN

REGISTER



Continue to next page



Veterans Resource Center  
SAM HOUSTON STATE UNIVERSITY



# Admission Process for Bachelor Degree Programs

## Step 4 Submit School Transcripts

- Submit transcripts from previously attended High School, 2yr College, and 4yr University
- University Code: 003606 (If submitting electronically)
- Sam Houston State University does not accept emailed or faxed transcripts

Continue to next page



# Admission Process for Bachelor Degree Programs

## Step 5 Advisement & Registration

- Once accepted to Sam Houston State University schedule an appointment with a student advisor at the Sam Center to register for classes
- Location: College of Humanities and Social Sciences Building, Suite 170
- Phone: (936) 294-4444, Email: [samcenter@shsu.edu](mailto:samcenter@shsu.edu)

Continue to next page



# Step 5

Go to MySam –  
Students

Click “Go to  
CAMPUS  
CONNECT”

## Advising

Go to CAMPUS CONNECT

- Undergraduates: [Check Who's My Advisor](#)
- Graduate Students: Contact your [Graduate Advisor](#)
- [Advising Tools](#)
- [Mandatory Advising Guidelines](#):
  - All students are encouraged to be advised to assure that they are taking classes relevant to their individual degrees. There are four categories of students who **must** be advised:
    - Students with no SHSU GPA (all new freshmen and transfer students).
    - Students who have below a 2.5 overall GPA.
    - Students subject to TSI requirements.
    - Students who have 90+ hours, including the current semester. This is to assure that they are on the right track towards graduation.

Continue to next page





## Step 5

Click the long blue button

Continue to next page



Veterans Resource Center  
SAM HOUSTON STATE UNIVERSITY



**Need to make an appointment? Start here!**

### Actions

I want to...

[Issue an Alert](#)

### Quick Links

Take me to...

[Schedule a General Event](#)

[School Information](#)

[Download Center for Reports](#)

### Current Visits

You have no current visits.

# Step 5

Click “Academic Advising”

Select your College

Pick a date

Continue to next page



## What can we help you find?

Below, you will find available options for scheduling an appointment. If you cannot find something that you are looking for, try the other appointment options to see available options for dropping in or requesting an appointment.

\*What type of appointment would you like to schedule?

Academic Advising X

\*Service

Arts & Media X

Pick a Date ⓘ

Thursday, June 2nd 2022

June 2022 < 2 >

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		



# SAM Center

SAM HOUSTON STATE UNIVERSITY

Hours: Monday – Friday, 8:00 am – 5:00 pm

Location: CHSS, Suite 170

Phone: 936.294.4444

SAM Center





# Admission Process for Bachelor Degree Programs

## Step 6 Document Submission

- Once you have a class schedule contact the Veterans Resource Center to have the appropriate submission links activated in your MySam account for document submission  
(Phone Only | 936-294-1046)

Continue to next page



# Admission Process for Bachelor Degree Programs

## Step 6 Document Submission

- Documents for Montgomery GI Bill, Selected Reserve users to gather for submission:
  - DD-214 (Member 4 copy or Service 2 copy)
  - Certificate of Eligibility (Letter from the VA)
  - SHSU request for term certification (Electronic form automatically generated on your MySam account)

Continue to next page



# Admission Process for Bachelor Degree Programs

## Step 6 Document Submission

- Upload and submit all documents during the same session to your MySam account for review by your School Certifying Official at the Veterans Resource Center.

Continue to next page



# Admission Process for Bachelor Degree Programs

## Step 6 Document Submission

- Follow these five steps to upload documents:
  - Log into your MySam account
  - Click on your My Account tab
  - Go to the bottom right of the page and click on the Financial Aid Requirements link
  - Select the proper academic year.
  - Click on each link to upload your documents.

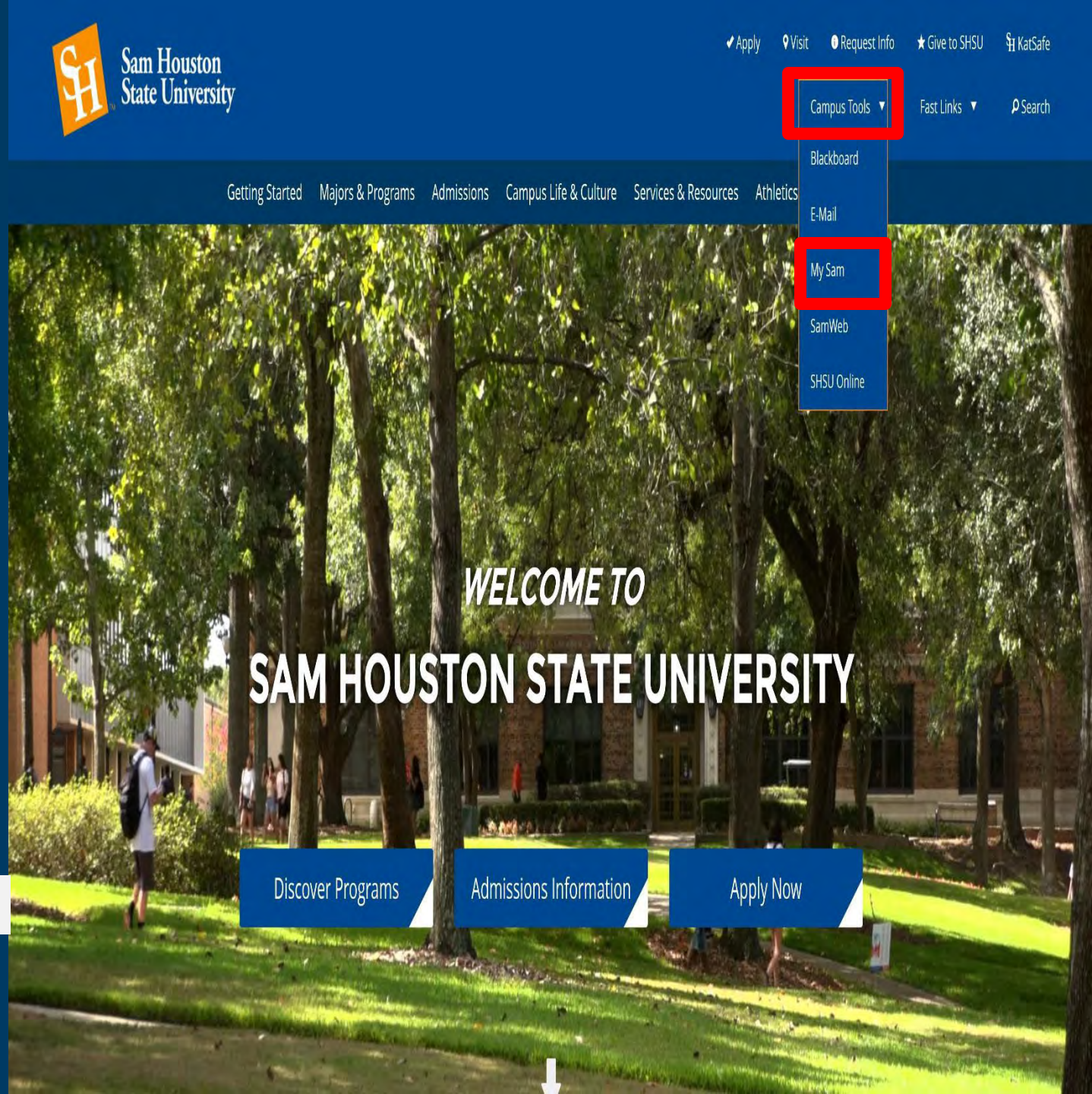
Continue to next page





## Step 6

On the SHSU home page click on “Campus Tools” and then click “My Sam” to access your account



Continue to next page



Veterans Resource Center  
SAM HOUSTON STATE UNIVERSITY



# Step 6

First click on My Account tab

Second click on Financial Aid Requirements link

SHSU Sam Houston State University

SHSUOnline | Blackboard | E-mail | SamWeb | Logout

My Sam

Welcome to the new MySam portal! How can we improve this for you? [Share Your Feedback](#)

**Registrar Announcements**

- Please see the **Academic Calendar** to view important dates for Spring 2018

**Banner - Administrative Applications**

Formerly known as Internet Native Banner (INB).

[Banner Administrative Applications](#)

[Document Management \(BDM\)](#)

Access to Banner Administrative Applications and Document Management (BDM) is limited to on campus only. Internet Explorer is required.

[Banner Employee Profile](#)

Access Leave Reports, Time Sheets, EPAFs, and more!

**Newton Gresham Library**

[Borrow or Renew Books](#)  
[Interlibrary Loan](#)  
[Distance Learning Services](#)  
[Undergraduate Student Services](#)  
[Graduate Student Services](#)  
[Faculty Services](#)

[More Services...](#)

[Databases](#)

[Find More on the Library Website](#)

[Chat is ON! Ask a librarian.](#)

**SHSU Online Newsletter**

**Faculty Self Service Links**

- Faculty Dashboard
- Summary Class List (Roster)
- Detail Class List
- Faculty Detail Schedule
- Week at a Glance
- Final Grades
- Attendance Tracking
- Ellucian CRM Recruit
- Access to DegreeWorks

**Campus Connect**

Campus Connect provides the entire campus a coordinated care and communication network that helps manage student risk from identification to resolution – using data and analytics to optimize student support and to improve student outcomes. Departments, colleges, and divisions – academic

SHSU Sam Houston State University

SHSUOnline | Blackboard | E-mail | SamWeb | Logout

My Sam

**Office of the Registrar**

**Primary functions:**

- Registration
- Transcripts
  - Official
  - Unofficial
- Graduation
- [View Grades](#)

**Other Services:**

- TSI
- Enrollment Verification

Please visit the Office of the Registrar for more information:  
<http://www.shsu.edu/dept/registrar/>

**Sign up for a payment plan**

- **IMPORTANT PAYMENT PLAN INFORMATION**
  - Spring charges and payment plans are now available.
  - [Sign up through your student account center](#)
  - Basics of the Tuition and Fee Installment Plan
  - A nonrefundable \$30 setup fee is charged for enrolling in a payment plan
- [Upcoming Due Dates](#)
- [Payment Methods](#)
- [Make an International Payment](#)
- [Important Payment Information](#)
- [IRS Form 1098-T Information](#)

Estill Building, Room 103. Hours: 8 AM – 5 PM  
Monday through Friday. Phone [936-294-1083](tel:936-294-1083). Fax [936-294-1229](tel:936-294-1229). Email [bursar@shsu.edu](mailto:bursar@shsu.edu)

**How to Pay Your Bill Online**

When viewing your student account Summary in Banner Self-Service please note the difference between the **TERM** balance and the **ACCOUNT** balance. The account balance includes all terms for which you are registered, not just the current term.

How to Pay Online / Enroll in a Payment Plan for:

- [Students - PDF](#)
- [Authorized Users - PDF](#)

**Financial Aid Requirements**

[Financial Aid Requirements](#)

**Financial Aid Awards**

[Financial Aid Awards](#)

Continue to next page



# Step 6

## Aid Year

Some financial aid information is determined by Aid Year (the academic year for which you are receiving financial aid).

Select Aid Year Academic Year 2018-2019

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## Eligibility Requirements for Academic Year 2017-2018

### Satisfied Requirements

Requirement	Status	As of Date	Fund Term
Fall VA Request Certification Form			
Free Application for Federal Student Aid			
Initial Information Letter			
Second bachelor aid request			
VA Spring Request Certification Form			

[Select Another Aid Year](#)

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Continue to next page



# Step 6

## DD-214 Member 4 Copy

- Admin Data
  - Record of Service
  - Type of Separation
  - Character of Service
  - Member – 4
- These areas must be legible

Continue to next page



CAUTION: NOT TO BE USED FOR IDENTIFICATION PURPOSES. THIS IS AN IMPORTANT RECORD. SAFEGUARD IT. ANY ALTERATIONS IN SHADED AREAS RENDER FORM VOID.

### CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY

1. NAME (Last, First, Middle)		2. DEPARTMENT, COMPONENT AND BRANCH		3. SOCIAL SECURITY NUMBER	
4a. GRADE, RATE OR RANK	4b. PAY GRADE	5. DATE OF BIRTH (YYYYMMDD)	6. RESERVE OBLIGATION TERMINATION DATE (YYYYMMDD)		
7a. PLACE OF ENTRY INTO ACTIVE DUTY		7b. HOME OF RECORD AT TIME OF ENTRY (City and state or complete address if known)			
8a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND			8b. STATION WHERE SEPARATED		
9. COMMAND TO WHICH TRANSFERRED				10. SGLI COVERAGE	
11. PRIMARY SPECIALTY (Last number, title and years and months in specialty. List additional specialty numbers and titles involving periods of one or more years)				12. RECORD OF SERVICE	
				a. DATE ENTERED AD THIS PERIOD	
				b. SEPARATION DATE THIS PERIOD	
				c. NET ACTIVE SERVICE THIS PERIOD	
				d. TOTAL PRIOR ACTIVE SERVICE	
				e. TOTAL PRIOR INACTIVE SERVICE	
				f. FOREIGN SERVICE	
g. SEA SERVICE					
h. INITIAL ENTRY TRAINING					
13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (List period of service)				14. MILITARY EDUCATION (Course title, number of weeks, and branch and year completed)	
15a. COMMISSIONED THROUGH SERVICE ACADEMY				YES	NO
b. COMMISSIONED THROUGH ROTC SCHOLARSHIP (10 USC Sec. 3107a)				YES	NO
c. ENLISTED UNDER LOAN REPAYMENT PROGRAM (10 USC Chap. 1601 (a) Yes ( ) No ( ))				YES	NO
16. DAYS ACCRUED LEAVE PAID	17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION				
18. REMARKS					
The information contained herein is subject to computer matching within the Department of Defense or with any other affected Federal or non-Federal agency for duplication purposes and to determine eligibility for, and/or continued compliance with, the requirements of a Federal benefit program.					
19a. MAILING ADDRESS AFTER SEPARATION (Include ZIP Code)				19b. NEAREST RELATIVE (Name and address - include ZIP Code)	
20. MEMBER REQUESTS COPY 6 BE SENT TO (Specify state/locality)				OFFICE OF VETERANS AFFAIRS	YES NO
a. MEMBER REQUESTS COPY 3 BE SENT TO THE CENTRAL OFFICE OF THE DEPARTMENT OF VETERANS AFFAIRS (WASHINGTON, DC)				YES	NO
21a. MEMBER SIGNATURE	b. DATE (YYYYMMDD)	22a. OFFICIAL AUTHORIZED TO SIGN (Typed name, grade, title, signature)			b. DATE (YYYYMMDD)
23. TYPE OF SEPARATION		24. CHARACTER OF SERVICE (include upgrade)			
25. SEPARATION AUTHORITY		26. SEPARATION CODE		27. REENTRY CODE	
28. NARRATIVE REASON FOR SEPARATION					
29. DATES OF TIME LOST DURING THIS PERIOD (YYYYMMDD)				30. MEMBER REQUESTS COPY 4 (Initials)	

DD FORM 214, AUG 2009 PREVIOUS EDITION IS OBSOLETE.

MEMBER - 4



# Step 6

## DD-214 Service 2 Copy

- Admin Data
- Record of Service
- Type of Separation
- Character of Service
- Service – 2

These areas must  
be legible

Continue to next page



CAUTION: NOT TO BE USED FOR IDENTIFICATION PURPOSES. THIS IS AN IMPORTANT RECORD. SAFEGUARD IT. ANY ALTERATIONS IN SHADED AREAS RENDER FORM VOID.

### CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY

This Form Must Be Completed by the Branch, Office, or Activity of the Department of Defense

1. NAME (Last, first, middle)		2. DEPARTMENT, COMPONENT AND BRANCH		3. SOCIAL SECURITY NUMBER	
4a. GRADE, RATE OR RANK	b. PAY GRADE	5. DATE OF BIRTH (YYYYMMDD)		6. RESERVE OBLIGATION TERMINATION DATE (YYYYMMDD)	
7a. PLACE OF ENTRY INTO ACTIVE DUTY		b. HOME OF RECORD AT TIME OF ENTRY (City and state or foreign address if applicable)			
8a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND				8b. STATION WHERE SEPARATED	

11. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving periods of time in other specialties.)  <div style="text-align: center; font-size: 2em;">A</div>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="4">12. RECORD OF SERVICE</th> </tr> <tr> <th></th> <th>YEAR(S)</th> <th>MONTH(S)</th> <th>DAY(S)</th> </tr> <tr><td>4. DATE ENTERED AD THIS PERIOD</td><td></td><td></td><td></td></tr> <tr><td>5. SEPARATION DATE THIS PERIOD</td><td></td><td></td><td></td></tr> <tr><td>6. NET ACTIVE SERVICE THIS PERIOD</td><td></td><td></td><td></td></tr> <tr><td>7. TOTAL PRIOR ACTIVE SERVICE</td><td></td><td></td><td></td></tr> <tr><td>8. TOTAL PRIOR INACTIVE SERVICE</td><td></td><td></td><td></td></tr> <tr><td>9. FOREIGN SERVICE</td><td></td><td></td><td></td></tr> <tr><td>10. SEA SERVICE</td><td></td><td></td><td></td></tr> <tr><td>11. INITIAL ENTRY TRAINING</td><td></td><td></td><td></td></tr> <tr><td>12. EFFECTIVE DATE OF PAY GRADE</td><td></td><td></td><td></td></tr> </table>	12. RECORD OF SERVICE					YEAR(S)	MONTH(S)	DAY(S)	4. DATE ENTERED AD THIS PERIOD				5. SEPARATION DATE THIS PERIOD				6. NET ACTIVE SERVICE THIS PERIOD				7. TOTAL PRIOR ACTIVE SERVICE				8. TOTAL PRIOR INACTIVE SERVICE				9. FOREIGN SERVICE				10. SEA SERVICE				11. INITIAL ENTRY TRAINING				12. EFFECTIVE DATE OF PAY GRADE			
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12. EFFECTIVE DATE OF PAY GRADE																																													

13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGNS RIBBONS AWARDED OR AUTHORIZED (List number of each)  <div style="text-align: center; font-size: 2em;">M</div>	14. COMMISSIONED THROUGH SERVICE AGENCY YES <input type="checkbox"/> NO <input type="checkbox"/> 15. COMMISSIONED THROUGH ROTC SCHOLARSHIP (10 USC Sec. 2107b) YES <input type="checkbox"/> NO <input type="checkbox"/> 16. ENLISTED UNDER LOAN REPAYMENT PROGRAM (10 USC Chap. 109) (If yes, type of commitment) YES <input type="checkbox"/> NO <input type="checkbox"/>
---	---

17. DAYS ACCRUED LEAVE PAID	18. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION
19. REMARKS	20. MEMBER REQUESTS COPY 5 BE SENT TO (Specify destination)

21a. MEMBER SIGNATURE		b. DATE (YYYYMMDD)	22a. OFFICIAL AUTHORIZED TO SIGN (Typed name, grade, title, signature)		b. DATE (YYYYMMDD)
-----------------------	--	--------------------	--	--	--------------------

23. TYPE OF SEPARATION		24. CHARACTER OF SERVICE (Include signature)	
25. NARRATIVE REASON FOR SEPARATION			
26. DATES OF TIME LOST DURING THIS PERIOD (YYYYMMDD)		27. MEMBER REQUESTS COPY 3 (Initials)	

DD FORM 214, AUG 2009      PREVIOUS EDITION IS OBSOLETE

SERVICE - 2



# Step 6

## Certificate of Eligibility COE

- Admin Data
- Months and days

These areas must be legible

Continue to next page



Veterans Resource Center  
SAM HOUSTON STATE UNIVERSITY



Department of  
Veterans Affairs  
PO Box 8888  
Muskogee, OK 74402-8888

February 6, 2018

### CERTIFICATE OF ELIGIBILITY

(SEE REVERSE FOR INFORMATION AND INSTRUCTIONS)

Mr. Sammy BearKat  
1905 University Ave  
Huntsville, TX 77340

FILE NUMBER:  
XXX-XX- 6789  
S BearKat

This document certifies that Sammy BearKat is entitled to receive benefits under the Montgomery GI Bill - Selected Reserve Educational Assistance Program (Chapter 1606, title 10, U.S.C.) for enrollment and pursuit of any course, program, final objective, or institution approved for veterans and other eligible persons.

You are also eligible for VA's professional career counseling at any time during your period of eligibility for education benefits.

You are entitled to 36 month(s) and 0 day(s) of benefits at the full-time institutional rate. Benefits cannot be paid for more than this amount.

You must use your benefits before leaving the Selected Reserve. Your eligibility to benefits will end once you leave.

Your school or training establishment must comply with Title VI of the Civil Rights Act of 1964, Title IX of the Education amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975.

The law (38 U.S.C. 1784) requires you to notify us at once of any change in your status which would affect your entitlement to VA education benefits.

P. STEPHENS  
EDUCATION OFFICER

Enclosure

VA Form 4107

VA FORM  
DEC 2000 22-0557

SUPERSEDES VA FORM 22-0557, FEB 1998,  
WHICH WILL NOT BE USED.

# Admission Process for Bachelor Degree Programs

## Step 6 Document Submission

- Your paperwork will take about 4 - 6 weeks to fully process
- If there are any problems with your paperwork the Veterans Resource Center will contact you directly by phone or your SHSU email to resolve any problems
- Please check each submission link for status updates before contacting the Veterans Resource Center

Continue to next page



# Additional CH 1606 Information

## Verifying Your Continued Enrollment

- You must verify your attendance each month in order to continue to receive payments. You submit your verification at the end of the month to cover the month you just attended.
- You can submit your verification on-line or by phone. To verify on-line, go to [www.gibill.va.gov](http://www.gibill.va.gov) and click on Information for Benefit Recipients then click on the link for WAVE (Web Automated Verification of Enrollment). To verify by phone, call 1-877-823- 2378. Follow the automated instructions. When the system tells you that you're certified, your verification is complete.

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Training Time	Monthly Rate
Full Time	\$407.00
3/4 Time	\$305.00
1/2 Time	\$203.00
Less Than 1/2 Time	\$101.75

Educational Assistance Allowance for trainees under the Montgomery GI Bill - Selected Reserve (Ch. 1606 of Title 10, U.S.C.). The following basic monthly rates are effective October 1, 2020. Does not account for Kickers. For all current pay rate tables visit [benefits.va.gov/gibill/resources/benefits\\_resources/rate\\_tables.asp#ch1606](https://benefits.va.gov/gibill/resources/benefits_resources/rate_tables.asp#ch1606)

### VA Education

1-888-442-4551

All payments to Veterans are issued by the VA. All problems concerning payments will be handle by the VA. The Veterans Resource Center does not control or handle any monetary transactions.

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# Submit A Question

<https://iris.custhelp.va.gov/app/ask>

For any questions relating to your education benefit try using this site to obtain the best possible answer for Statuses of Applications, Certificate of Eligibility, Payment Statuses, and other information in regard to your education benefit.

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Veterans Resource Center  
SAM HOUSTON STATE UNIVERSITY



U.S. Department  
of Veterans Affairs

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## Inquiry Routing & Information System (IRIS)



**MEDICAL EMERGENCY  
DIAL 911**



Welcome to the VA's Inquiry Routing & Information System! We are here to answer your questions. Please complete the following details on your inquiry using the form below.

### Please Select Inquiry Topic and Type

**Please Select a Topic \***

Select a Topic

**Select an Inquiry Type? \***

Select a Category

[--Inquiry Type Help](#)

### What is your Question for the VA?

Please ask your question or describe the issue in detail in the space below. If the question, or issue, is about a disability, please be specific as to the type of disability(ies) or the issue(s). If you have multiple claims for benefits pending and want the status, please tell us which claim this is about.

Please do not enter your name, file number, or social security number in the question box below. You will be asked this information in the sections below.

**Question \***

### How does a Veteran relate to your Question?

**I am asking about benefits/services: \***

--

[--Veteran Status Help](#)

### Preferred Response Type

By default, the VA will respond to you via email. However, if you would like to be contacted by a different method (telephone or US Mail), please select different Preferred Response Type below.



# Contact Us

Location: Academic Building 3, Suite 110

Email: [Veterans@shsu.edu](mailto:Veterans@shsu.edu)

Phone: 936-294-1046

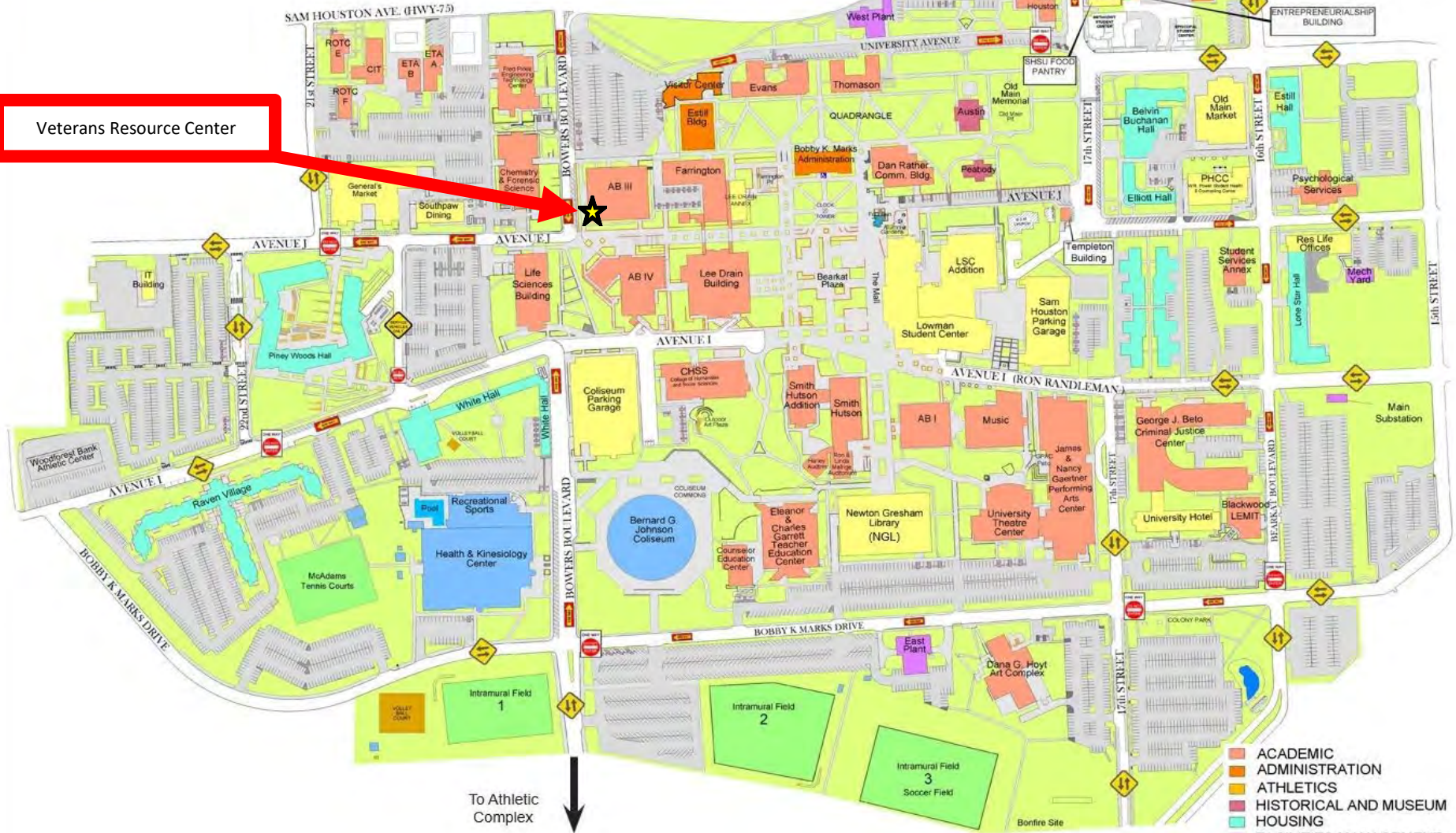
Fax: 936-294-4921

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Phone: 936.294.1046



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- FACILITIES MANAGEMENT
- REC SPORTS
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