

Step 1 Apply for CH 1606 VA Education Benefit

Apply online at VA.gov

CENTER

• Once on the site proceed through the prompts shown on the following pages to apply for your "Certificate of Eligibility" (COE) from the VA

Click the drop-down box "VA Benefits and Health Care"

Continue to next page



VA Benefits and Health Care >

About VA 🗸

Find a VA Location

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 view your 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

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

Records

Get Veteran ID cards

Get your VA medical records

Download your benefit letters

Change your address

Request your military records (DD214)











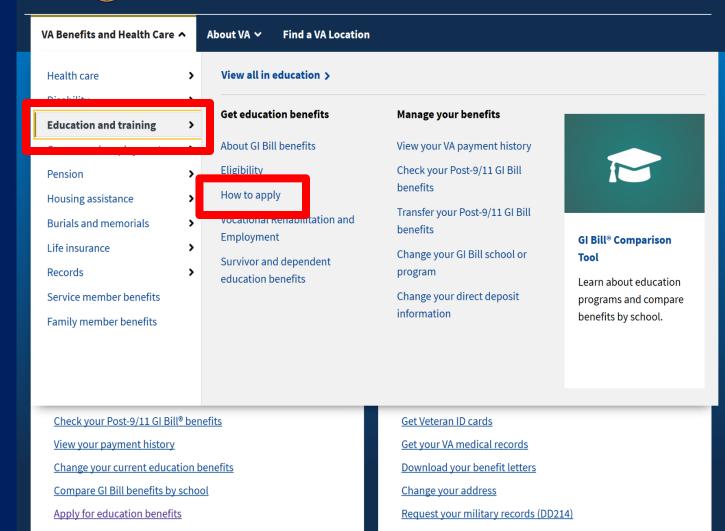




Click "Education and training"

Click "How to apply"

Continue to next page









U.S. Department of Veterans Affairs









Home > Education and training > How to apply

Click "Find your education benefits form"

Continue to next page



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.

<u>Find out how to apply for Vocational Rehab and Employment</u>
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 🗸



These are the standard questions and answers for new Veteran applicants

Once completed click "Apply Now"

Continue to next page

VETERANS RESOURCE CENTER

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?





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



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



Apply Now

Click on either link to proceed

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

Continue to next page

Apply for education benefits

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

Home → Education → Apply for education benefits

3 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

VETERANS RESOURCE CENTER

Follow the steps below to apply for education benefits.



Prepare

Complete Form 22-1990 in order to receive your COE

Turnaround time should take approximately four six weeks to receive in

Continue to next page





About VA ∨ Find a VA Location

Home → Education → Apply for education benefits

Apply for education benefits

Form 22-1990



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)



Step 2 Apply to University

Apply online at ApplyTexas.org

CENTER

- Once on the site proceed through the prompt shown on the next page to complete your application
- Note: There is a Non-refundable \$45 application Fee
 you must pay in order to submit

Click "Get started"

Once completed it will take approximately four - six weeks to receive an acceptance or denial response

Continue to next page



Explore. Apply. Repeat.

Research your options.

Admission information for every Texas public university and two-year school, plus many private colleges and universities.

Begin your search »

Apply online.

Complete and submit your admission and scholarship applications online. Get started now »

Preview the 2020-2021 applications » Preview the 2019-2020 applications » View the 2020-2021 essay prompts »

Do it again.

No need to start from scratch. Copy a completed application and use it to apply to another school. Learn how »

Essay prompts for U.S. Freshman and International Freshman applications for enrollment in Summer 2020, Fall 2020, and Spring 2021 have changed. You may preview the new essay prompts here.

First time here? No problem. <u>Get started »</u>	Already have an account? Log in now
It's fast. It's easy. It's free. Create your account now »	username password Problems logging in? Click here







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



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-collegeof-the-air-force-transcripts/



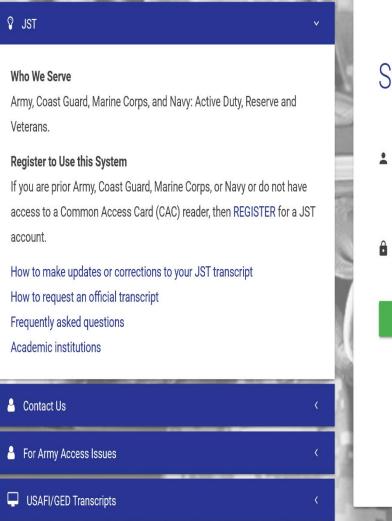
LOG IN

Quick Links v

Click "Register"

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

Continue to next page



Sign in to JST

Username

Forgot Password

SIGN IN

Password

CAC LOGIN

REGISTER









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

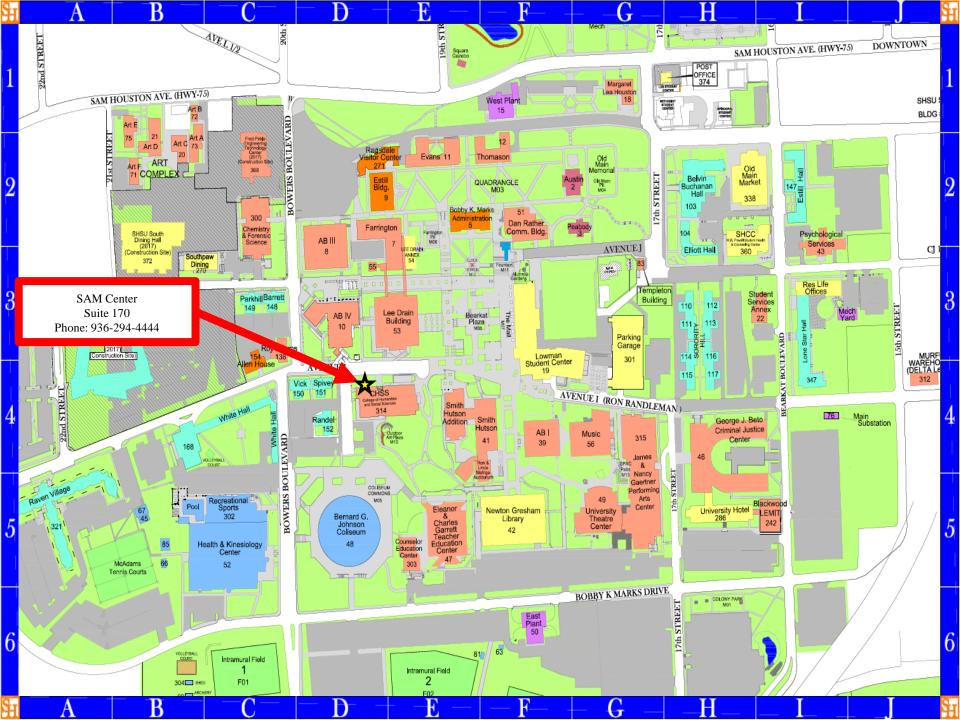
CENTER

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

Continue to next page

CENTER



Step 6 Paperwork Submission

• Once you have a class schedule contact the Veterans Resource Center to have the appropriate hyperlinks put onto your MySam Profile for paperwork submission

(Phone Only | 936-294-1046)



Step 6 Paperwork 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)



Step 6 Paperwork 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.

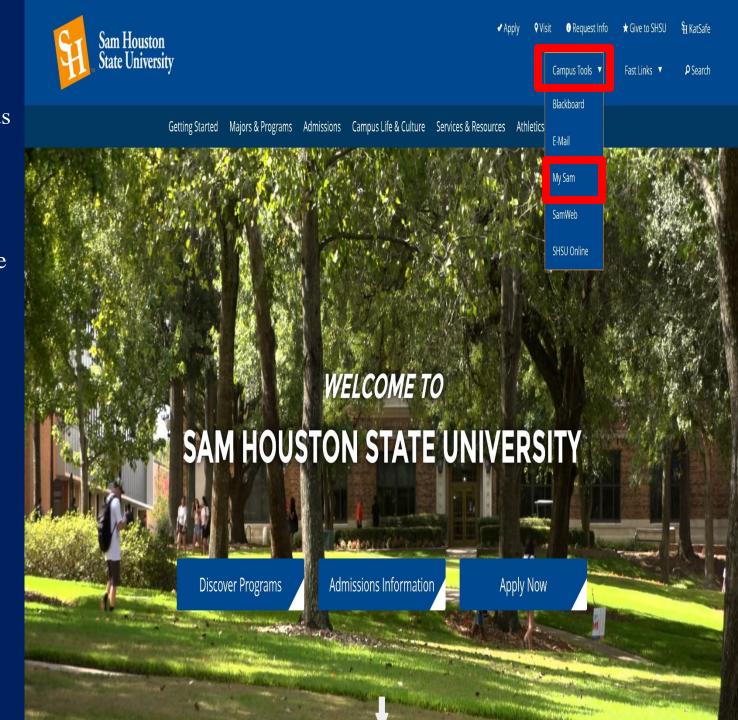


Step 6 Paperwork Submission

- 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.



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





First click on My Account tab

Second click on Financial Aid Requirements link

Continue to next page



Campus Resources

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

Newton Gresham Library

SHSUOnline | Blackboard | E-mail | SamWeb | Logout

Welcome to the new MySam portal! How can we improve this for you? Share Your Feedback

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

SHSU Online Newsletter

Faculty Self Service Links

- · Faculty Dashboard
- · Summary Class List (Roster)

My Sam

- · 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.

My Sam

Sam Houston State University

♣ Employees

♣ Faculty

Students

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

http://www.shsu.edu/dept/registrar/

· Sign up for a payment plan

 IMPORTANT PAYMENT PLAN INFORMATION · Spring charges and payment plans are now

SHSUOnline | Blackboard | E-mail | SamWeb | Logout

- · 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. Fax 936-294-1229. Email 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

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



Select your Aid year and then click submit

Click on each link and submit the corresponding forms

Note: submit all forms during the same session

Failure to do so will delay your process time

Continue to next page



H	Sam l State	Houston Universit

Aid Year

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

RETURN TO MENU SITE MAP HELP EXIT

RETURN TO MENU SITE MAP HELP EXIT

Select Aid Year Academic Year 2018-2019 V
Submit

Personal Information Student Financial Air

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Personal Information Student Financial Aid

Eligibility Requirements for Academic Year 2017-2018

Student Requirements Holds Academic Progress

Satisfied Requirements
Requirement

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

<u>Select Another Aid Year</u>

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DD-214 Member 4 Copy

- Admin Data
- Record of Service
- Type of Separation
- Character of Service
- Member 4

These areas must be legible



IDENTIFICATION PURPOSES		SAFEGUA	RANT RECORD.	ANY	ALTERATIO	RENDER	FORM	A VOI
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9. COMMAND TO WHICH TRANSFERR	ED				10. SGLI CO	VERAGE		NONE
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DD-214 Service 2 Copy

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

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<u>Step 6</u>

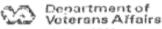
Certificate of Eligibility COE

- Admin Data
- Months and days

These areas must be legible

Continue to next page





PO Box 8888 Muskogee, OK 74402-8888 February 6, 2018

CERTIFICATE OF ELIGIBILITY

(SEE REVERSE FOR INFORMATION AND INSTRUCTIONS)

Mr. John Doe 3405 Elinor Drive FILE NUMBER:

xxx-xx-1878

J Doe

Mayberry, NC 43275

This document certifies that John Doe 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.

Step 6 Paperwork 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



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 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.

Continue to next page

CENTER

Training Time	Monthly Rate
Full Time	\$392.00
3/4 Time	\$293.00
1/2 Time	\$195.00
Less Than 1/2 Time	\$98.00

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, 2019. Does not account for Kickers.

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.



Submit A Question https://iris.custhe lp.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.

Continue to next page





SITE MAP [A-Z]

IRIS Links Health Benefits **Burials & Memorials** About VA Media Room Locations **Contact Us** Resources

Inquiry Routing & Information System (IRIS)

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.







Having trouble with this web page? Click here for recommended browser settings.

Search

How does a Veteran relate to your question?

I am asking about benefits/services: *

Veteran Status Help

What is your question?

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.

Question '

Contact Us

Location: Academic Building 3, Suite 116 Email: Veterans@shsu.edu

Phone: 936-294-1046

Fax: 936-294-4921



