

An aerial photograph of the Sam Houston State University campus. The image shows a mix of academic buildings, a large circular arena, a red running track, and several baseball fields. The campus is surrounded by dense green trees and a residential area with houses and streets. The text "Welcome to Sam Houston State University" is overlaid in a stylized, golden font with a drop shadow effect.

*Welcome  
to  
Sam Houston State University*



# Admission Process for Bachelor Degree Programs

## Step 1 Apply for CH 31 Veteran Readiness & Employment

- Apply for your education benefit online at [www.va.gov](http://www.va.gov)
- May take up to 14 days to receive an email and a letter explaining the next steps to take with the application process

# Step 1

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

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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 \(DD214\)](#)

# Step 1

Click the “Education and training” tab

Click the “Veteran Readiness and Employment” link

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

**VA** U.S. Department of Veterans Affairs

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

- Health care
- Disability
- Education and training**
- Careers and employment
- Pension
- Housing assistance
- Life insurance
- Burials and memorials
- Records
- Service member benefits
- Family member benefits

**View all in education**

**Get education benefits**

- About GI Bill benefits
- Eligibility
- How to apply
- Veteran Readiness 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.

[Schedule and manage health appointments](#)

[View your lab and test results](#)

[Apply now for VA health care](#)

[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 \(DD214\)](#)




# Step 1



Click the “How to apply” tab



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U.S. Department  
of Veterans Affairs

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 **COVID-19 vaccines at VA** 

We continue to offer COVID-19 vaccines to Veterans, spouses, caregivers, and CHAMPVA recipients as quickly and safely as we can.

[Sign up to get a COVID-19 vaccine at VA](#)

[Home](#) > [Careers and employment](#) > **Veteran Readiness and Employment**

 **Careers and  
employment**

Get benefits 

**Veteran Readiness and  
Employment**

[Support-and-services tracks](#)

[Eligibility](#)


[How to apply](#)


[Accessing VR&E through IDES](#)

[Educational and career  
counseling](#)

[Veteran-owned business  
support](#)

[Dependent benefits](#)

Manage benefits 

More resources 

## Veteran Readiness and Employment (Chapter 31)

If you have a service-connected disability that limits your ability to work or prevents you from working, Veteran Readiness and Employment (formerly called Vocational Rehabilitation and Employment) can help. This program—also known as Chapter 31 or VR&E—helps you explore employment options and address training needs. In some cases, your family members may also qualify for certain benefits.

### For service members and Veterans with service-connected disabilities

#### VR&E tracks for service members and Veterans

Explore VR&E support-and-services tracks for help learning new skills, finding a new job, starting a business, getting educational counseling, or returning to your former job.

#### Eligibility

Find out if you can get VR&E benefits and services as a service member or Veteran.

#### How to apply

Find out how to apply for VR&E benefits and services as a service member or Veteran.

#### Accessing VR&E through the Integrated Disability Evaluation System (IDES)

If you're wounded, injured, or fall ill while serving and can't perform your duties, find out how you can access VR&E services as soon as possible through IDES.



# Step 1



Click the “Apply for VR&E benefits” tab

Follow the prompts to complete the application process




May take up to 14 days to receive an email and a letter explaining the next steps to take with the application process




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U.S. Department of Veterans Affairs

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VA Benefits and Health Care  About VA  Find a VA Location 

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 **Careers and employment**

[Veteran Readiness and Employment](#)

Support-and-services tracks


Eligibility

**How to apply**

Accessing VR&E through IDES

## How to apply for Veteran Readiness and Employment

Find out how to apply for Veteran Readiness and Employment (VR&E), formerly called VA Vocational Rehabilitation and Employment. This program is also known as Chapter 31.

 **You can still file a claim and apply for benefits during the coronavirus pandemic**

Get the latest information about in-person services, claim exams, extensions, paperwork, decision reviews and appeals, and how best to contact us during this time.  
[Go to our coronavirus FAQs](#)

**How do I apply if I already have a VA disability rating?**  
[Apply for VR&E benefits](#)

### What if I'm a service member who hasn't yet received a service-connected disability rating?

You don't need to wait for a rating. Instead, please fill out VA Vocational Rehabilitation - Getting Ahead After You Get Out (VA Form 28-0588).  
[Download VA Form 28-0588 \(PDF\)](#)

You may be eligible for VR&E benefits and services if you're in at least one of the below situations.

**At least one of these must be true. You're:**

- Going through the Physical Evaluation Board process, or

# 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

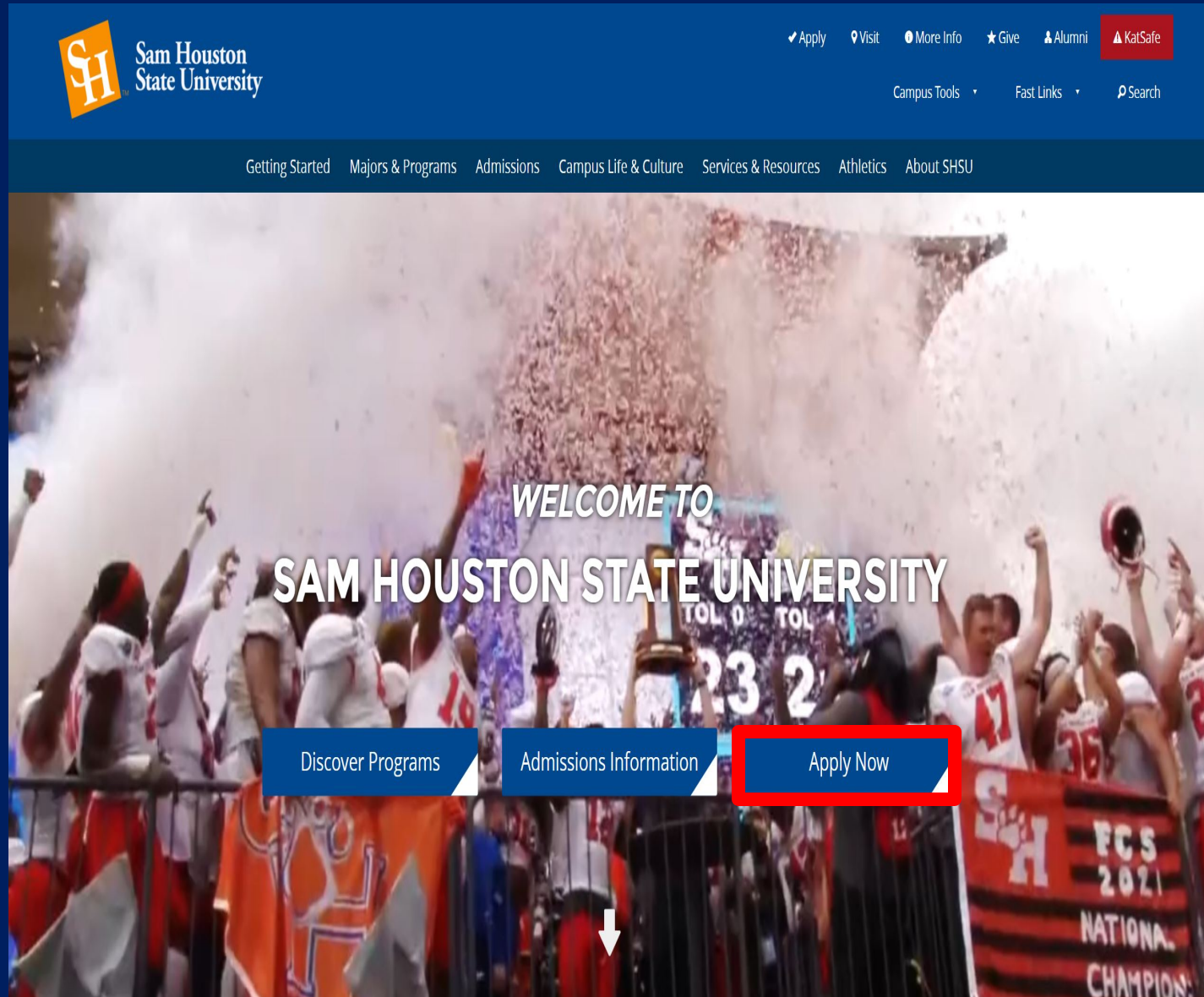
Continue to next page

# Step 1

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

Continue to next page



Which application should I choose?

### Beginning Freshman (only one needed)

- Bearkat Freshman Application (mobile friendly)
- ApplyTexas Application

### Former/Returning Student

- ApplyTexas Application

### International Student

- ApplyTexas Application

### Transfer Student (only one needed)

- Bearkat Transfer Application (mobile friendly)
- ApplyTexas Application

### Graduate Student

- ApplyTexas Application

### Osteopathic Medical Student

- TMD SAS Application



Bearkat Freshman Application



Bearkat Transfer Application



# 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/>



# Step 3



LOG IN

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



# 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

# 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 6

Due to COVID-19 the Advising Center is currently only conducting virtual appointments (subject to change)

Click the “Schedule Virtual Appointment” tab

Continue to next page



The screenshot shows the homepage of the Sam Houston State University Student Advising & Mentoring (SAM) Center. The top navigation bar includes links for Apply, Visit, More Info, Give, Alumni, and KatSafe. Below this is a secondary navigation bar with links for Getting Started, Majors & Programs, Admissions, Campus Life & Culture, Services & Resources, Athletics, and About SHSU. The main heading is "Student Advising & Mentoring (SAM) Center". A notice states: "Due to COVID-19 social distancing standards, we are currently not accepting any visitors in-person. All appointments will be via email or Zoom and drop-in hours are currently not available." Below this notice is a link to the university's COVID-19 website. A prominent red button labeled "Schedule Virtual Appointment" is centered on the page. At the bottom, a horizontal menu lists: Home, Admissions, About Us, Staff, Prospective/New Students, Pre-Transfer-Advising, Current Students, FAQs, and Advisor Tools. The footer features a collage of images including a graduate, the SAM Center logo, a student playing a trumpet, a "LEAVE YOUR MARK" sign, a clock tower, and a student with a guitar.

Sam Houston State University

Apply Visit More Info Give Alumni KatSafe

Campus Tools Fast Links Search

Getting Started Majors & Programs Admissions Campus Life & Culture Services & Resources Athletics About SHSU

## Student Advising & Mentoring (SAM) Center

Due to COVID-19 social distancing standards, we are currently not accepting any visitors in-person. All appointments will be via email or Zoom and drop-in hours are currently not available.

For the latest COVID-19 updates, visit the [university COVID-19 website](#).

[Schedule Virtual Appointment](#)

Home Admissions About Us Staff Prospective/New Students Pre-Transfer-Advising Current Students FAQs Advisor Tools

SH Student Advising & Mentoring Center

LEAVE YOUR MARK

Wolf! I'm Tripos, the SHSU puppy...

# SAM Center

SAM HOUSTON STATE UNIVERSITY

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

Location: CHSS, Suite 170

Phone: 936.294.4444





# 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 Veteran Readiness & Employment Chapter 31 users to submit:
  - SHSU request for term certification. (Electronic form automatically generated on your MySam account)

# Admission Process for Bachelor Degree Programs

## Step 6 Document Submission

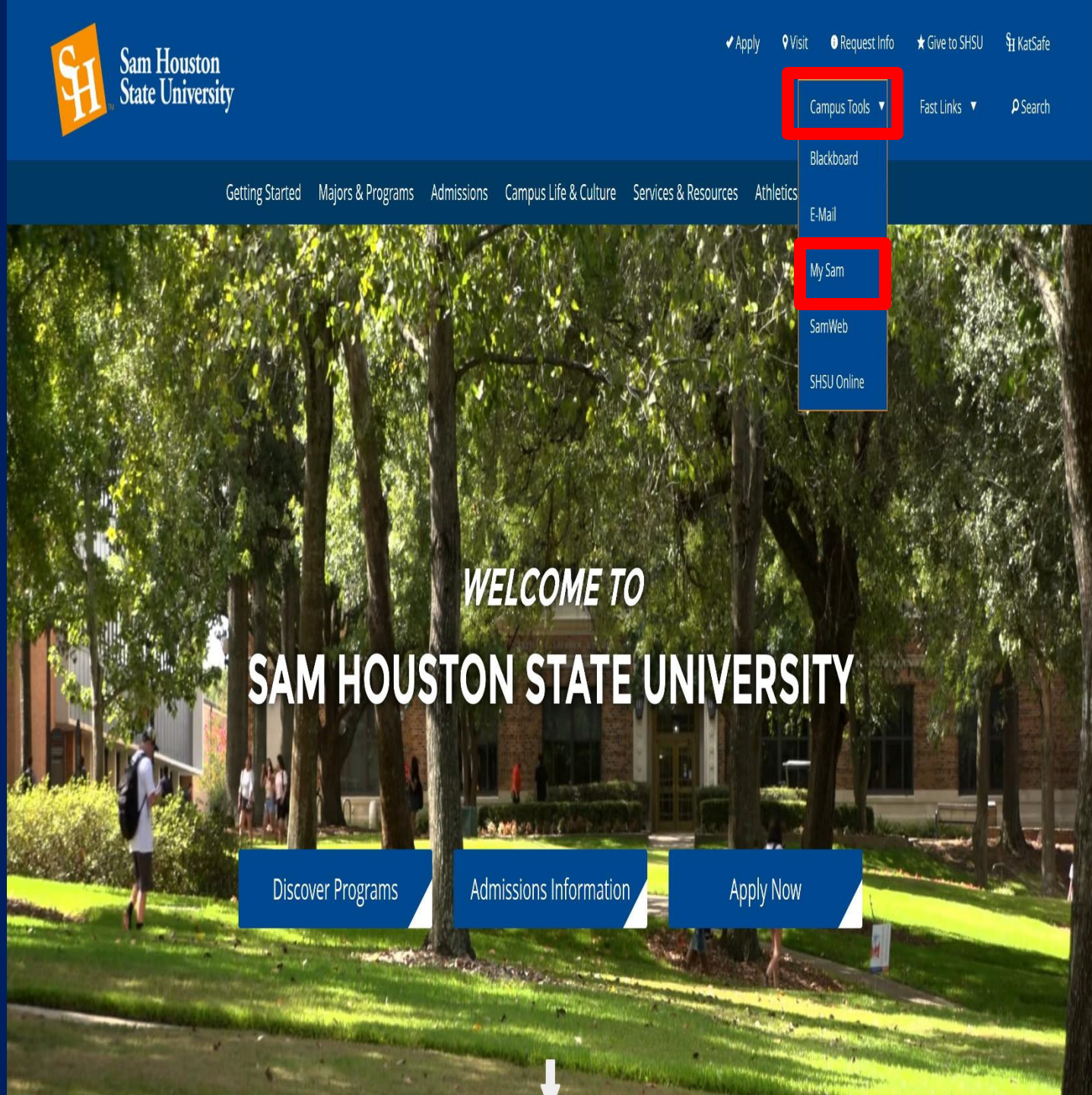
- Follow these five steps to submit documents:
  - Log into your MySam account
  - Click on your My Account tab
  - Go to the bottom right of the page and click on the Financial Aid Requirements link
  - Select the proper academic year.
  - Click on links to submit your documents.

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





# Step 6

All Users

Campus Resources

My Account

Registration

Employees

Faculty

Students

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

All Users

Campus Resources

My Account

Registration

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 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](#)

# 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

Submit

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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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# 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 the submission links for status updates before contacting the Veterans Resource Center

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School Hours	MHA Rate
Full Time, 12Hrs & Above (Must be in at least one residential class) (Will not receive funds if all online classes)	Full Amount / Full Month
Part Time, 7Hrs – 11Hrs (Must be in at least one residential class) (Will not receive funds if all online classes)	Payable (amount depends on hours)
Part Time, 6Hrs or Less	Not Payable
Based on the ZIP code for your school. Housing Allowance is paid at a percentage on your training time.	
Books / Supplies Stipend	
Books are free. Dollar amount for Supplies is about \$100.	
Must have an updated Purchase Order for each term. See case manager for more information.	
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.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.

Continue to next page



U.S. Department  
of Veterans Affairs

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**IRIS Links**

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[Benefits](#)

[Burials & Memorials](#)

[About VA](#)

[Resources](#)

[Media Room](#)

[Locations](#)

[Contact Us](#)

## 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**

# Veterans Resource Center

SAM HOUSTON STATE UNIVERSITY

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

Location: AB3, Suite 110

Phone: 936.294.1046

Veterans Resource Center

