

SHSU VA Benefits Documents Checklist

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Phone: 936-294-1046

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Steps prior to filling out paperwork

1. Apply for Sam Houston State University through applytexas.org
2. Send all transcripts to SHSU including military transcripts (if applicable)
3. Apply for GI Bill® Certificate of Eligibility via VA.GOV (**2-4-week turnaround time**)
4. Speak with an advisor and register for classes on MySam
 - a. This can be done at the same time as 3

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| 1. Required for Chapter 1606 (Montgomery GI Bill®, Selected Reserve) | VA.GOV form 1990 |
| <input type="checkbox"/> SHSU VA Request for Certification | |
| <input type="checkbox"/> Certificate of Eligibility letter from the VA | |
| <input type="checkbox"/> DD 214 Certificate of Release or Discharge from Active Duty | |
| 2. Required for Chapter 35 (Dependent Education Assistance) | VA.GOV form 5490 |
| <input type="checkbox"/> SHSU VA Request for Certification | |
| <input type="checkbox"/> Certificate of Eligibility letter from the VA | |
| 3. Required for Chapter 31 (Veteran Readiness & Employment) | VA.GOV form 1900 |
| <input type="checkbox"/> SHSU VA Request for Certification | |
| <input type="checkbox"/> Tungsten Authorization (Your VA case manager will submit this to SHSU via the Tungsten Network) | |
| <input type="checkbox"/> DD 214 Certificate of Release or Discharge from Active Duty | |
| 4. Required for Chapter 30 (Montgomery GI Bill®) | VA.GOV form 1990 |
| <input type="checkbox"/> SHSU VA Request for Certification | |
| <input type="checkbox"/> Certificate of Eligibility letter from the VA | |
| <input type="checkbox"/> DD 214 Certificate of Release or Discharge from Active Duty | |
| 5. Required for Chapter 33 Veteran (Post-9/11) | VA.GOV form 1990 |
| <input type="checkbox"/> SHSU VA Request for Certification | |
| <input type="checkbox"/> Certificate of Eligibility letter from the VA | |
| <input type="checkbox"/> DD 214 Certificate of Release or Discharge from Active Duty | |
| 6. Required for Chapter 33 Dependent/Fry Scholarship (Post 9/11 GI Bill® to Spouse and Dependents and Fry Scholarship) | |
| <input type="checkbox"/> SHSU VA Request for Certification | |
| <input type="checkbox"/> Certificate of Eligibility letter from the VA | VA.GOV form 1990E |

The VA Request form can be found through MySam

- A. BEGIN AT **WWW.SHSU.EDU**
- B. CHOOSE THE DROP DOWN MENU TITLED **CAMPUS TOOLS**
- C. **CLICK MYSAM**
- D. **SELECT THE MY ACCOUNT TAB**
- E. **CLICK FINANCIAL AID REQUIREMENTS**
- F. **SELECT CORRECT AID YEAR. THE FORMS WILL BE UNDER THE CORRECT AID YEAR**