Post 9/11 - Chapter 33 Checklist

1. Students must apply to Virginia Commonwealth University

_____ Apply on line at: http://admissions.vcu.edu/

_____ Verify domicile for in state tuition (If listed as Out of State contact us at: 804-828-6563)

_____ Financial Aid may be used in conjunction with GI Bill benefits.

_____ Complete the FAFSA at: www.fafsa.ed.gov

2. Apply to utilize your GI-Bill benefits at: https://www.va.gov/education/how-to-apply/

_____ Click on Find your education benefits form (select the green box midway down the page).

_____ Complete the VONAPP (Veterans On-Line Application) form 22-1990 for Veteran or form 22-1990E for Dependent

_____ Provide copy of Member 4 DD-214

_____ Provide COE (Certificate of Eligibility) MUST have this letter in order to be certified

3. Request Previous College Transcripts:

_____ Send Transcripts to: Admissions
PO Box 842526
Richmond, Virginia 23284-2526

> *To Request Your Joint Service Transcript (SMART)
> Go To https://jst.doded.mil
> Send Electronically to VCU

4. Register for classes/ Submit Online Form/ Meet with an Academic Advisor:

_____ Register for classes (Only courses which apply to the program graduation requirement can be certified)

_____ Once registered, submit the ONLINE Request for Certification Form at: go.vcu.edu/militarystudents

 ** This Form MUST be SUBMITTED ONLINE EACH semester! Failure to do so will delay funding **

_____ After submission, visit your academic advisor, have them verify courses, electronically sign and submit the Request for Certification to Military Student Services.

5. Transfer Students from Another College:

_____ Must provide copy of current Certificate of Eligibility

_____ Complete the Change of Program Place of Training Form online: form 22-1995

_____ Submit new COE with VCU listed as current school of choice.

6. Guest Students:

Students attending another college or university wanting to take a transfer course here at VCU need to provide:

_____ Supplemental letter from the parent school or "Guest/ Parent" letter

_____ Current Certificate of Eligibility of college attending

_____ Complete and turn in RFC