



Required Forms and Documents by Chapter for Certification of VA Educational Benefits

Chapter 30 or 33 - New Students:

- VA Form 22-1990 (Application for Benefits) or Certificate of Eligibility sent to veteran/dependent by VA (if veteran apply via vets.gov)
- VA Certification Request (complete via WebAdvisor)
- DD 214 Member 4 copy or Service 2 copy
- Official military transcripts (Joint Service Transcripts or Air University/CCAF)
- Copy of current, active degree plan

Chapter 30 or 33 - Transfer Students:

- VA Form 22-1995(Change of Place or Program) via vets.gov
- Certificate of Eligibility sent by VA to veteran/dependent
- VA Certification Request (complete via WebAdvisor)
- DD 214 Member 4 copy or Service 2 copy
- Official military transcripts (Joint Service Transcripts or Air University/CCAF)
- Official transcripts from all colleges/universities/technical schools previously attended prior to applying for admission and certification at TCC
- Copy of current, active degree plan after coursework has been evaluated



Chapter 31 - Vocational Rehabilitation:

- VA form 28-1905 from veteran's Vocational Rehabilitation Counselor
- VA Certification Request (complete via WebAdvisor) **Not required, but encouraged*
- Contact your Vocational Rehabilitation Counselor. Your Voc/Rehab Counselor will provide our offices with the authorization to waive tuition. You will need to submit the appropriate 28-1905 to the bookstore for books and supplies.*

Chapter 35 - Veteran's Dependents - New Students:

- VA Form 22-5490 (Application for Dependents' Benefits) via vets.gov
- VA Certification Request (complete via WebAdvisor)
- Dependent VA Claim number and suffix
- Copy of current, active degree plan

Chapter 35 - Veteran's Dependents - Transfer Students:

- VA Form 22-5495 (Change of Place or Program) via vets.gov
- VA Certification Request (complete via WebAdvisor)
- Dependent VA Claim number and suffix
- Official transcripts from all colleges/universities/technical schools
- Copy of current, active degree plan after transfer coursework has been evaluated.



Chapter 1606 - New Students:

- DD-2384 (Notice of Basic Eligibility)
- VA Certification Request (complete via WebAdvisor)
- DD-214 Member 4 copy (if applicable)
- Official military transcripts (Joint Service Transcripts or Air University/CCAF)
- Copy of current, active degree plan after transfer coursework has been evaluated

Chapter 1606 - Transfer Students:

- VA Form 22-1995 (Change of Place or Program) via vets.gov
- VA Certification Request (complete via WebAdvisor)
- DD-2384 (Notice of Basic Eligibility)
- DD-214 Member 4 copy (if applicable)
- Official military transcripts (Joint Service Transcripts or Air University/CCAF)
- Official transcripts from all colleges/universities/technical schools
- Copy of current, active degree plan after transfer coursework has been evaluated

Parent Institution Letter (PIL):

- Students enrolled and working on degrees at another college can be certified for VA benefits without having a program of study at TCC as long as the primary college provides a specific listing of classes the student is approved to take at TCC.
- Student must fill out and turn in
 - VA Certification Request (complete via WebAdvisor)
 - DD-214 Member 4 copy (if applicable)
 - Certificate of Eligibility
 - Official transcripts



Hazlewood Act: If you are applying for Hazlewood Act benefits only, do not complete the online request. Hazlewood is a tuition exemption, not a VA educational benefit. Please contact your campus Admissions and Registrar Office for the appropriate forms.

Certification for Educational Benefits

Processing and certification for VA Educational Benefits is based on the policies of the U.S. Department of Veterans Affairs' School Certifying Official Handbook.

Certification Process

Students' certification of VA Educational Benefits are processed as requested, where the processing priority is established by the dates the requests are received. Students should turn in paperwork as early as possible to ensure benefit payments are received in a timely manner. The certification process will not begin until all documents are on file with District VA Processing. Documents can be submitted via WebAdvisor or at your campus Admissions and Registrar Office.