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As an honorably discharged veteran, you are entitled to education benefits, and are eligible to participate in certain education programs. Veterans are accorded the same rights and must meet all academic requirements and maintain the same academic standards as any student attending Campbell University.

**Active duty** service members should consult with the Education Services Officer (ESO) on their military installation before submitting an application for VA benefits. Below are the names of the certifying officials located at our extended campuses, where our night classes are held.

**Certifying Officials at Campbell University's Extended Campuses:**

<b>Camp Lejeune Campus</b> VA Adviser: Maria Brown (910) 451-3097 or (910) 451-2836 <a href="mailto:brownm@campbell.edu">brownm@campbell.edu</a>	<b>Fort Bragg Campus</b> VA Adviser: Amanda McRae (910) 436-3242 <a href="mailto:mcraca@campbell.edu">mcraca@campbell.edu</a>
<b>Raleigh Campus (Raleigh Triangle Park Center)</b> VA Adviser: Latashia Alexander (919) 468-8844 <a href="mailto:alexander@campbell.edu">alexander@campbell.edu</a>	<b>Pope Army Airfield Campus</b> VA Adviser: Faye Thompson (910) 497-8237 or (910) 497-8238 <a href="mailto:thompson@campbell.edu">thompson@campbell.edu</a>

Note: Graduate students are certified at the main campus only.

## FREQUENTLY ASKED QUESTIONS

### Do I Qualify For VA Benefits?

The Veterans Administration will make a determination of whether or not you qualify for Veterans Benefits. For questions and inquiries regarding VA education benefits, call **1-888-GIBILL1 (1-888-442-4551)** or visit [www.gibill.va.gov](http://www.gibill.va.gov)

### How Do I Apply?

1. You can apply for VA benefits online at <http://vabenefits.vba.va.gov> by filling out the VA Application (VA Form 22-1990). Students approved for Dependents Education Assistance (Chapter 35) complete VA Form 22-5490. **(Save a copy for me).**
2. Be sure you have applied to Campbell University by accessing an application at [www.campbell.edu](http://www.campbell.edu).

### How much of the cost will my VA benefits cover?

Go to [www.gibill.va.gov/resources/benefits\\_resources/rate\\_tables.html](http://www.gibill.va.gov/resources/benefits_resources/rate_tables.html) to view the rates.

If you are undecided about which GI Bill benefit to use, see the comparison chart between the Post-9/11 and other GI Bill chapters, and see the comparison of monetary benefits.

[www.gibill.va.gov/resources/benefits\\_resources/benefit\\_comparison\\_tools.html](http://www.gibill.va.gov/resources/benefits_resources/benefit_comparison_tools.html)

Full-time training for undergraduate students is 12 credit hours minimum at main campus or 6 credit hours minimum each term under accelerated terms. Graduate students need to look at their bulletin/catalog to determine full-time load. A student who enrolls for less than full-time will have the amount he/she can receive in benefits prorated each month according to how many days of classes are in each individual month.

For additional information on financial aid, visit: [www.campbell.edu/adm/finaid/index.html](http://www.campbell.edu/adm/finaid/index.html)

### What happens after I apply?

Be advised that failure to provide the School's Veteran's Affairs (VA) Office with all required forms and a class schedule in a timely manner may result in a delay of benefits. The sequence of events that will occur in relation to the use of your GI Bill Benefits is as follows:

- After you submit your online application for VA benefits, you will receive an email from VA confirming that your claim was downloaded. Please forward the confirmation email to the Campbell University (CU) VA office.
- After your application has been submitted and processed by VA, you will receive a letter entitled "**Certificate of Eligibility**" (VA awards letter). Take a copy to the CU VA Office for your VA file.

### Once You Are Certified:

- Included in your award letter from VA will be information on verification of attendance. Some VA students are required to verify attendance monthly. For those students we recommend you sign up for the monthly automatic email reminder through the WAVE website ([www.gibill.va.gov/wave/index.do](http://www.gibill.va.gov/wave/index.do)).
- For Post-9/11 (Chapter 33 students) the book allowance can come at any time during the month. Other payments are always paid at the end of the month.

### To Keep Your Benefits Running Smoothly:

- Read and familiarize yourself with the Policy and Procedures form located at ([www.campbell.edu/admissions/undergraduate/veterans-affairs/policies-and-procedures](http://www.campbell.edu/admissions/undergraduate/veterans-affairs/policies-and-procedures) ). Print the Policy and Procedures page and take a signed copy to the CU VA office.
- You **MUST** provide our office with a copy of your schedule before we can recertify you for the next semester. Otherwise, YOU WILL NOT BE CERTIFIED.
- Keep in mind that VA will only pay for courses that are required for graduation as defined by your curriculum and as published in the catalog/bulletin. VA will not pay for non-degree or additional courses.

- In the event you wish to change anything (schedule, major, course(s), address, etc.) or decide to pursue a Double Major or Minor, you must provide our office with a letter of approval, indicating the changes.

### Numbers to Know:

**1-888-442-4551** – VA call center (General Inquiries and Information)

- Address changes, requests to establish benefits, general information

**1-877-823-2378** – VA or Use WAVE (on GI Bill website)

- Monthly verification of attendance

**1-877-838-2778** – VA Direct Deposit Center for Education

- Start, stop or change direct deposit information

**1-910-396-4327** - Chapter 31 - Vocational Rehabilitation Students ONLY

- Case Manager, Ms. Elaine Harris

## Veteran's Affairs Checklist

The following documents are required for **ALL** Educational Benefits. Additional documents required are listed under the specific Chapter.

\* May be obtained from the  
Office of Admissions

- Transcripts (H.S. and all other institutions attended since high school)\*
- Copy of Campbell University Application for Admission\*
- Copy of Official Campbell University Letter of Acceptance\*
- Approved Education Plan/Curriculum Sheet (Compare to the copy your advisor gives you)
- Signed & dated VA Policy and Procedure Form
- Copy of VA Awards letter or Certificate of Eligibility (COE)

### Chapters 30 (GI Bill) or Chapter 32 (VEAP) Chapter 33 (Post 9/11)

- **VA Form 22-1990** or **1990E** Application (New) OR **22-1995** (Change of program or school)
- Copy of your DD Form 214 (Service Member Copy 4)
- Military Transcript (AARTS, SMART, or CCAF)

**Chapter 34/30** (Vietnam Era GI Bill) See a VA counselor if you think you qualify.

### Chapter 1606/Chapter 1607 (Guard and Reserve)/ (REAP)

- **VA Form 22-1990** Application (New) OR **22-1995** (Change of program or school)
- Copy of your DD Form 214 (Service Member Copy 4 -Discharge paper)
- Military Transcript (AARTS, SMART, or CCAF)
- Notice of Basic Eligibility (NOBE – Unit Form)
- Kicker paperwork (if you received one)

### Chapter 31 (Vocational Rehabilitation)

- **VA Form 28-1905**, Authorization and Certification of Entrance or Reentrance Into Rehabilitation and Certification of Status (Comes from your Case Manager)

## **Chapter 35** (Survivors and Dependents)

- **VA Form 22-5490** Application (New) OR **22-5495** (Change of program or school)

**(Required documents must be on file before certification can be accomplished)**