

**INSTRUCTIONS FOR VETERANS / DEPENDENTS**  
**ENROLLING AT SOUTHEASTERN OKLAHOMA STATE UNIVERSITY**  
(PLEASE RETAIN IN YOUR FILES)

**First time Veteran/Dependent:**

1. Must complete the proper application:
    - A. 22-1990 Veteran Application (Ch. 30, 32, 33, 34/30, 1606, 1607) or
    - B. 22-1900 Disabled Veterans Application (Ch. 31), or
    - C. 22-5490 Dependent Child Application (Ch. 35), or
    - D. 22-5490 Dependent Spouse Application (Ch.35)
  2. Must go to the Admission Office for admission to Southeastern Oklahoma State University.
  3. Should inquire at the financial aid office about eligibility for loans or grants.
  4. Have the Registrar=s Office and your advisor evaluate your prior education and training. You can obtain the official transcript request forms for your military education and training at :
    - Army-AARTS Transcript <http://aarts.army.mil>
    - Navy & Marines-SMART Transcript <https://www.navycollege.navy.mil/transcript.html>
    - Coast Guard-CGI Transcript <http://www.uscg.mil/hq/cgi>
    - Air Force-CCAF Transcript <http://www.au.af.mil/au/ccaf/transcripts.asp>
- or go to the Registrar=s Office and request a transcript. Next, request a General Education Check from the Registrars then go to your advisor with a copy of your latest transcript and have him/her evaluate any previous classes you may have taken. Finally, bring us the General Education Check from Registrars and the degree plan from your advisor listing the classes you have been given credit for toward your degree. **This must be done after your second semester at SE in order to continue receiving benefits. The evaluation can be validated by the Registrars after successful completion of 12 or more hours of work at SE.**
5. Must have a current major degree plan signed by your advisor on file in the V.A. Office.
  6. **Every semester** after enrolling, you must come by the V.A. Office to turn in a copy of your schedule, and fill out the **Veterans Confirmation of Enrollment. The form is also available online at <http://www.se.edu/financial-aid/forms/2006-veterans-confirmation-of-enrollment.pdf>**
  7. You must be in attendance and making satisfactory progress at all times. **If you stop attending class, your benefits will be suspended or reduced.**
  8. You cannot repeat a course for which credit has already been granted.
  9. You are responsible for reporting any changes in your schedule (**drop, add, withdrawal, canceled courses**) to the V.A. Office.

**TRANSFER STUDENTS**

In addition to the above instructions, you must furnish this office a General Education check from the Registrar showing the number of credit hours SOSU will accept for the previous education from other educational institutions, a degree plan from your advisor showing previous credit toward your major, and complete VA Form 22-1995 (Change of Program of Place of Training) or 22-5495 if Dependent.

**DESCRIPTION OF VA EDUCATION PROGRAMS**

MONTGOMERY GI BILL EDUCATIONAL ASSISTANCE PROGRAM (title 38, U. S. C., chapter 30). If you served or are currently serving on active duty, you may be eligible to receive this benefit.

- entered active duty for the first time after June 30, 1985, **OR**
- were eligible to receive Vietnam Era Veterans' Educational Assistance (title 38, U.S.C. chapter 34) benefits on December 31, 1989, **OR**
- were discharged under one of the qualifying separation programs shown in the instructions, **OR**
- were a participant under the Post-Vietnam Era Veterans' Educational Assistance program commonly referred to as VEAP (title 38, U.S.C., chapter 32) and elected this benefit during one of the open window periods shown in the instructions.

**INSTRUCTIONS:** You may be eligible for Montgomery GI Bill benefits (eligibility based on active duty), also referred to as MGIB or "chapter 30," if you served on active duty and meet certain conditions. **NOTE: You do not have to be on active duty to apply for benefits under this program**

. While there are additional requirements, in general, you must meet any one of the following conditions:

(1) You first entered service on or after July 1, 1985, AND you didn't decline this benefit at your initial entry into service.

**OR**

(2) You entered service (or agreed to delayed entry) before January 1, 1977 AND you have educational assistance entitlement remaining under the Vietnam Era GI Bill.

**OR**

(3) You were voluntarily separated under either the **Voluntary Separation Incentive or the Special Separation Benefit** programs and had your military pay reduced by \$1,200.

**OR**

(4) You were involuntarily separated from active duty after February 2, 1991.

**OR**

(5) You were on active duty and eligible for VEAP benefits on October 9, 1996, and you elected chapter 30 benefits between October 9, 1996 and October 8, 1997 and paid \$1,200,

**OR**

(6) You first entered full-time duty in the National Guard between July 1, 1985 and November 28, 1989 under title 32, U.S. Code, and you elected chapter 30 benefits between October 9, 1996 and July 8th, 1997, and paid \$1,200.

**OR**

(7) You were on active duty and eligible for VEAP benefits on October 9, 1996, elected chapter 30 benefits between November 1, 2000 and October 31, 2001, and you paid \$2,700.

**MONTGOMERY GI BILL - SELECTED RESERVE EDUCATIONAL ASSISTANCE PROGRAM (title 10, U. S. C., chapter 1606).** This benefit is based on Selected Reserve service (Reserve or National Guard)/ at least a six-year reserve obligation after June 30, 1985.

(NOTE: Department of Defense (DoD) determines eligibility for this program)

**INSTRUCTIONS:** You may be eligible for Montgomery GI Bill-Selected Reserve benefits, also referred to as "MGIB-SR" or "chapter 1606," if you are a member of the Selected Reserve or National Guard and meet certain requirements, including having a 6-year commitment. (Eligibility for this program is determined by your Reserve or National Guard component.) To expedite processing, attach a copy of your DD 2384, Notice of Basic Eligibility. This form is also called a "NOBE." Your

reserve unit (for example, the Army Reserve or the Army National Guard) should have issued this notice to you when you became eligible for Montgomery GI Bill-Selected Reserve benefits. If you do not have a copy or were not issued a copy, request another copy from your reserve unit.

**RESERVE EDUCATIONAL ASSISTANCE PROGRAM (title 10, U.S.C., chapter 1607).** This benefit is for a reservist called to active duty to support contingency operations. (NOTE: Department of Defense (DoD) determines eligibility for this program)

**INSTRUCTIONS:** You may be eligible for benefits under the Reserve Educational Assistance Program, also referred to as "chapter 1607" if you are a member of the Ready Reserve (Selected and IRR) who served on active duty in support of a contingency operation for at least 90 consecutive days. Members of the Army and Air National Guard who performed full time National Guard duty under section 502(f) of title 32 may also be eligible. (Eligibility for this program is determined by the Departments of Defense and Homeland Security.) Attach a copy of any notice of eligibility for this program you have received from your military service department.

**POST-VIETNAM ERA VETERANS' EDUCATIONAL ASSISTANCE PROGRAM commonly referred to as VEAP, (title 38, U.S.C., chapter 32, or section 903 of Public Law 96-342).**

- served on active duty at any time from January 1, 1977 through June 30, 1985, **AND**
- either contributed funds or had your service branch make contributions for you.

**INSTRUCTIONS:** You may be eligible for Post-Vietnam Era Educational Assistance Program benefits, also known as "VEAP" or "chapter 32," if you first entered active service between January 1, 1977 and June 30, 1985, AND you contributed to a VEAP account. You may be eligible for Post-Vietnam Era Non-Contributory

Educational Assistance Program benefits, also known as "Non-Contributory VEAP" or "Section 903," if you first entered active service between November 30, 1980 and September 30, 1981, AND your branch of service paid contributions into a VEAP account.

**POST-9/11 GI BILL (chapter 33).**

**NATIONAL CALL TO SERVICE PROGRAM (title 10, U.S.C., chapter 31, section 510).**

- entered on or after October 1, 2003, under the National Call to Service program, **AND**
- selected one of the education incentives provided by that program

**INSTRUCTIONS:** You may be eligible for benefits under the National Call to Service Program (title 10, U.S.C., chapter 31, section 510) if you signed an enlistment contract with the Department of Defense for the National Call to Service Program and elected one of the two education incentives provided by that program. Attach a copy of DD Form 2683 (National Call to Service Election of Options). This form is needed to document your eligibility and confirm your incentive option

**THE "TRANSFER OF ENTITLEMENT" PROGRAM (title 38, U.S.C., chapter 30, section 3020)**

- are a spouse of child of a person who qualified for the Montgomery GI Bill Educational Assistance Program (Chapter 30), **AND**
- believe that your parent or spouse transferred entitlement to you

**INSTRUCTIONS:** You may be eligible for education benefits as the spouse or child of a veteran under the Transfer of Entitlement Program (title 38, U.S.C., chapter 30, section 3020) if you are a dependent of an individual eligible to transfer chapter 30 benefits to his or her dependents. The individual's branch of military service must approve a request to transfer benefits to you AND you must be designated by name as a recipient of these transferred benefits. The individual transferring entitlement must also designate the number of months transferred and the period (beginning date and ending date) for which the transfer is effective. This is called a "Designation of Dependents." You should attach DD Form 2366-2, Transferability Program to document this designation.