New Students
Never received GI Bill benefits
• Send application to VA to start educational benefits with VA form 22-1990
• Apply to UMass Lowell for degree or certificate program
• If transferring credits, send official transcripts to UML Admissions
• Provide VBC at UML with required documentation
• Contact VBC when registered for classes
• Verify attendance with the VA monthly

Transfer Students
Previously received GI Bill benefits at another school
• Fill out VA Change form VA 22-1995
• Apply to UMass Lowell for degree or certificate
• Send official transcripts to Admissions
• Provide VBC at UML with required documentation
• Contact VBC each semester once registered for classes
• Verify attendance with VA monthly

Dependent/Chapter 35
For all dependents of a military member follow same procedure as above but use VA forms: 22-5490 or 22-5495

www.gibill.va.gov
Linda Morabito
Veterans’ Benefits Coordinator
883 Broadway Street
Dugan Hall/Room 104
Lowell MA 01854
Phone: 978-934-2461
Fax: 978-934-4076
E-mail: Linda_Morabito@uml.edu

UMass Lowell Required Documentation:
• Application for Degree or Certificate program – sent to Admissions
• All students must be enrolled in a degree or certificate program to qualify for benefits.
• Certificate of Eligibility (COE) (VA Form 22-0557) for students receiving Chapter 33
• DD214 (Member 4) for students receiving Chapter 30 or 1607 (REA P)
• NOBE for students receiving Chapter 1606
• Letter of Eligibility (VA form 20-8992) for students receiving Chapter 35 Survivor/Dependent (must include full SS#)

Procedure to Follow Each Semester:
• Notify Veteran’s Benefits Coordinator (VBC) in Registrar’s Office every semester once you have registered for classes. VBC certifies students every semester with the VA for the number of credits registered.
  *If student does not contact the VBC at UMass Lowell, you will not be certified for benefits with the VA*
  • All students (except Chapter 33&35) must verify enrollment with the VA at end of each month at: https://www.gibill.va.gov/wave/default.cfm or call IVR (Interactive Voice Response) phone line at 877-823-2378.
  *Benefits checks will not be issued if student fails to verify with the VA each month during term*

How to Apply for GI Bill Benefits:
• Log on to VONAPP (Veteran’s On Line Application website): http://vabenefits.vba.va.gov/vonapp/about_vonapp.asp
• Fill out VA form 22-1990—submit form to VA—include copies of all DD214s
• VA reviews application & issues Certificate of Eligibility (COE)
• Submit copy of COE to VBC at school
• For detailed info on Chapter 33, check www.uml.edu/veterans and click on “New Post 9/11 GI Bill Information Chapter 33” Newsletter link

Helpful VA Sites:
Chapter 33 Benefits Calculator:
http://www.gibill.va.gov/resources/benefits-resources/chapter-33-benefit-calculator.html
Benefits Comparison Chart:

Guest Students:
Students taking a class at “secondary school” to be transferred in to their degree program must:
• Get written permission from school department to take class – download “Authorization for Off Campus” form
• Contact Veterans Benefits Coordinator to have a permission letter written giving pertinent information regarding your GI Bill benefits which will need to be sent to the secondary school.
• When you’ve received grades, request an official transcript from the school and send “Academic Petition” form to Registrar’s Office
• Forms available at: at: www.uml.edu/registrar/forms/html

Special Notes:
a) Once a student is certified for a school term by school- it can take 4 - 6 weeks to receive a check from the VA
b) Please contact the VA directly if you have not received you checks or have questions regarding your benefits at 888-442-4551.
c) Check the VA website at: www.gibill.va.gov for payment rates and other information
d) For all detailed information on GI Bill Benefits please go to our website at: www.uml.edu/veterans