GI Bill Benefits
Procedures and Guidelines

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

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 (REAP)
• NOBE for students receiving Chapter 1606
• Letter of Eligibility (VA form 20-8992) for students receiving Chapter 35
  Survivor/Dependents (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 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※

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 when registered for classes
• Verify attendance with the VA monthly

How to Apply for GI Bill Benefits:
• Log on to VONAPP (Veteran’s On Line Application website):
  http://vonapp.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

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

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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