

Military and Veteran Education Center Veteran's Checklist

URI VETERAN'S CHECKLIST

- ☐ Apply to URI as a [First Year Student](#) or as a [Transfer Student](#). The URI [Admissions](#) website has a plethora of information. Please use this and the [Military Fact Sheet](#) as references.
- ☐ Refer to the page on how information regarding how your [military benefits](#) can be used at URI.
- ☐ Once you have been admitted to URI, follow the instructions from Admissions to register for the first-year summer orientation or the summer transfer orientation in the third week of June.
- ☐ Apply for Education benefits (VA Form 22-1990) through the [VA website](#)
Note: If you have used VA education benefits at another school, complete VA Form 22-1995 to Indicate change in school or major: <https://www.va.gov/education/change-gi-bill-benefits/>.
- ☐ Submit a copy of your [Certificate of Eligibility \(COE\)](#) to VAbenefits-group@uri.edu. This is the letter you receive from the VA verifying your eligibility for the GI Bill. If you do not have a copy, you can request it by calling 1-888-442-4551.
- ☐ Submit a [GI Bill Certification worksheet](#) each semester you wish to use your Benefits. (This is not necessary for Ch. 31 students).
- ☐ **RI National Guard Students:** The STAP waiver can be used to waive the tuition only (not fees). This form needs to be submitted every semester. Contact your Education Services Officer (ESO) for the most updated form.

Submit the STAP waiver to Nationalguard-group@uri.edu. You will obtain the STAP form from your National Guard Education Liaison. You must maintain a "D" or better or the coursework is not covered. If the grade is below a D, the Veteran would owe money. This can be used with VA benefits. For Ch 33, the amount of the STAP waiver will be deducted from what is submitted to the VA.

- ☐ **Disabled Veteran Waiver:** If you have a VA service-connected disability of 10% or more, you can use the DAV waiver to waive tuition only. This can be used in conjunction with GI Bill benefits. Submit your waiver to psimonin@uri.edu. Please refer to the [DAV Waiver](#) for specific questions.

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- ☐ If you are using Post 911 GI Bill Ch 33, you must verify your attendance each month in order to get paid. Follow these steps: [Monthly Enrollment Verification school Communication Toolkit](#)
- ☐ If you are using Ch 30 or Ch 1606, you need to verify your attendance each month in order to be paid the monthly stipend. This can be done by phone (1-877-823-2378) or online <https://www.va.gov/education/verify-school-enrollment/>.
- ☐ Apply for Federal Student Financial Aid [FASFA](#). Many grants and scholarships can be received in connection with VA benefits. Some scholarships require a FASFA to be on file.
- ☐ Submit your [Health Insurance Waiver](#). This must be done each year.
 - **Ch 33 can cover this fee at the student's eligibility percentage.
 - **Ch 31 DOES NOT cover this fee.
- ☐ Send in your Joint Services Transcript (JST) with these instructions: [Military Transcripts](#)
Instructions to send Air Force Transcript Request Forms can be found here: [CCAF](#)
Coast Guard Information can be found here: www.uscg.mil
Information on how your military credits will transfer to URI can be found on [Transferology](#)
URI's Transfer Evaluation System is located here: [TES](#)

TIPS FOR VETERAN STUDENTS

- ☐ If using Ch 35, Ch 30, or Ch 1606, you are responsible for paying tuition up front (the VA pays tuition for CH33 and 31). tuition. Please reach out to Nancy Paquette (vabenefits-group@uri.edu) for additional options regarding payment schedules. (the VA pays the student's eligibility percentage of tuition for CH33 and 31).
- ☐ Contact the VA Certifying Official immediately if there are changes in your enrollment status, including adding courses, dropping courses, withdrawing or receiving Incomplete grades. [Academic Advising](#) is available to assist with course selection and degree audits.

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SOME THINGS TO KNOW ABOUT GRADES:

** Credits must apply towards your declared major or the VA will not pay for courses.

**All of these changes have the potential to change your VA payment status and/or create debts to the VA or school.

The VA will only cover courses that apply to the degree in e-campus. No excessive electives!

They will not cover any non-punitive grades such as W's, NW's, NC's or Incompletes.

They will not cover repeating a course once successfully completed unless required for the major.

The VA will only cover Undeclared majors through sophomore standing (59.9 credits).

The VA will not cover any housing or housing-related fees, meal plans, Course Overload Fees, Late Fees, Greek Life Fees, or most study abroad fees.

Failed classes do not create a debt if the Veteran remains in class for the duration of the semester.

→ VA benefits can be used to retake a failed class because it is required for your program.

→ Beware of this option as the clock is running for using benefits (i.e. using up months)

→ Failed grades do impact your GPA, financial aid, academic probation and admission to competitive majors.

**Ch. 31 students—your VR&E counselor may approve enrollment outside of these criteria on an individual basis.

□ Veterans should choose a major carefully:

** The availability of benefits does not always last until the degree is complete.

** Veterans generally have 36 months (sometimes 48) to complete their program of study.

[Career Services](#) is available to assist with choosing a major.