



New Student Veterans Education Benefits Checklist

Congratulations on your admission to Prescott College! Please read the following information carefully.
(Failure to complete these requirements may cause a delay in your benefits)

Please only complete the items that apply to you.

If you have not applied for your benefits, please use the applicable form below to apply:

Please use the **Veterans On-Line Application (VONAPP)** at: <https://www.ebenefits.va.gov/ebenefits/apply>

If you are a dependent and benefits have been transferred to you, please complete form 1990e:
https://www.va.gov/vaforms/form_detail.asp?FormNo=22-1990E

If you have used your benefits at another school or are changing your program:

Change of Programming or Place of Training

Veterans complete Form 22-1995, Dependents complete Form 22-5495

<https://www.va.gov/education/change-gi-bill-benefits/>

Make sure your program of study is approved for VA benefits.

Contact the Prescott College VA School Certifying Official (SCO)— veterans@prescott.edu or call 928-350-1108.

Financial Aid:

We encourage all students to complete the Free Application for Student Aid, found at **studentaid.gov** or click here: [FAFSA](#). You may qualify for Pell Grants, which do not need to be repaid.

Documentation Required: (please turn in 6+ weeks before your first term):

- Certificate of Eligibility (COE)** –Obtained by contacting the VA at (888) 442-4551 **OR eBenefits Status Printout** – This highly recommended resource provides veterans, service members, and their families a portal to research, access, and manage their benefits and personal information. [How To Apply For The GI Bill And Related Benefits | Veterans Affairs \(va.gov\)](#)

*If you have a current copy, you can scan and email it to deborah.kronz@prescott.edu

- Military Transcripts** – In accordance with Title 38, Code of Federal Regulations, all veterans utilizing the G[®]ill Students using VA education benefits must submit military transcripts upon entering Prescott College. Air Force personnel should go to: [Transcripts](#)
All other branches should go to: <https://jst.doded.mil/official.html>

- Transcripts** - Transcripts for ALL prior college credits earned, regardless of how classes were paid for, need to be mailed to the main college address below. *Usually submitted through the admissions process.

- Active Duty** – Military personnel, please always inform the School Certifying Official (SCO) of changes in active duty status. If your spouse transferred benefits to you, please update our SCO.

- Academic/Degree Plan Requirements** – Read the “Academic/Degree Plan” attached to this email.

- Prescott College Veterans Education Benefits (VEB) Recipient Agreement:** This “FREVVVO” form must be signed before each term. Without this form, we cannot certify your Tuition and Fees. [VEB AGREEMENT](#)

****Please be aware that you can not take any mentored study or independent courses.
The SAA has not approved these courses.**

Financial Information to Keep in Mind:

- Your benefits will only pay for “seat time” or time you regularly attend a class.
- Your enrollment will not be reported to the VA until your degree plan is finalized.
- The VA will not be billed for your tuition and qualifying fees until after the deadline for adding/dropping classes each term. Once billed, it typically takes at least 2-5 weeks for the VA to pay.
- You may see that your account still has a balance until the VA has sent the payment and it is credited to your account.
- If the veteran also receives federal student loans/grants and expects a refund, the refund will not be paid until the VA pays. However, you may request an advance from the School Certifying Official if your refund will not be received in time to meet your needs.
- Below is a list of items the VA will not pay for but is not limited to:
 - Housing (other than BAH payments)
 - Meal Plans
 - Application Fees
 - Transcript Fees
 - Late Fees
 - Transportation Fees
 - Fees the student can opt out of
 - Portions of course fees such as camping/housing & transportation
- Basic Allowance for Housing (BAH):
 - Is not paid for the days you are not enrolled in school. This includes the days/weeks between terms (ex, Winter Break, the end of blocks, or terms to the beginning of the next term).
 - Is paid directly to the student, generally on the 1st of the month, for training in the previous month.
 - Please call the VA GI Bill[®] Hotline for more information about BAH information (see # below)
- Book Stipend: This is paid directly to the student once a term. Contact the VA for more information.

For More Information:

- Student GI Bill[®] Hotline: 888-442-4551 or at: www.ebenefits.va.gov
- For additional information about using Veterans benefits at Prescott College, please contact your VA School Certifying Official, Deborah Kronz, 928-350-1108 or email deborah.kronz@prescott.edu or veterans@prescott.edu

GI Bill[®] is a registered trademark of the U.S. Department of Veterans Affairs (VA)

WWW.PRESCOTT.EDU (928)350-1108 FAX (928)350-1120

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