

## Post-9/11 G.I. Bill Education Benefits

### **Step 1: Apply for admission.**

Choose a program and apply for admission. You can continue to complete the steps below before you have received an admissions decision. Continue to Step 2A if this is your first time using education benefits or skip to Step 2B if you are changing programs and have used your benefits before.

### **Step 2A: (If first time using G.I. Bill) Submit the VA application.**

If you are using Post-9/11 G.I. Bill veteran benefits for the first time, submit the Veteran Affairs (VA) application, commonly known as VA Form 22-1990, through <http://www.vets.gov/>. The online application can also be accessed at <http://www.ebenefits.va.gov/>. After this is complete, the VA will send you a Certificate of Eligibility by mail. You may also download a copy from either of these sites once available.

### **Step 2B: (If used G.I. Bill previously) Submit the Request for Change of Program or Place of Training form.**

Only if you have used Post-9/11 G.I. Bill veteran benefits at another institution will you need to complete and submit VA Form 22-1995 to the Veterans Resource Center at Syracuse University. The form is available at [https://www.va.gov/vaforms/form\\_detail.asp?FormNo=22-1995](https://www.va.gov/vaforms/form_detail.asp?FormNo=22-1995).

### **Step 3: Submit a copy of the Certificate of Eligibility (COE).**

You must submit a copy of the Certificate of Eligibility to the Veterans Resource Center at Syracuse. You will receive the certificate from the VA, but this may be several weeks after you submit the VA application. You may submit the form(s) to the Veterans Resource Center by scanning and e-mailing, or by mail, fax, or drop-off.

If needed, and you do not yet have the Certificate of Eligibility, the Veterans Resource Center can assist you in working with the Bursar's Office if we have copies of the documents submitted prior to being issued the COE. There are two such documents—a copy of your DD-214 and a copy of VA Form 22-1990.

### **Step 4: Submit the Request for Benefit Certification form.**

If you are admitted to a program at Syracuse University and you are ready to enroll, you will need to complete and send the Syracuse University Request for Benefit Certification (RFC) form to the Veterans Resource Center each term you wish to use your benefits. After admission, the form can be found online in your [MySlice account](#) in the financial aid section.

You will need your SU NetID activated to use MySlice. If you have not already done so, use your SU ID number and follow the online instructions at <http://www.its.syr.edu/> to activate your NetID.

### **Step 5: Apply for federal student aid (FAFSA).**

To assist with education costs during break periods or those not covered by veteran benefits, Syracuse University recommends exploring federal aid. All students are encouraged to apply for federal and state financial aid for which they may qualify. Students may receive all federal aid for which they qualify IN ADDITION TO their VA educational benefits. To apply for federal aid, the Free Application for Federal Student Aid (FAFSA) must be completed online at <http://www.fafsa.ed.gov/>. Syracuse University's school code is 002882. New York State residents may also be eligible for Veterans Tuition Awards.

# Estimating Months of Eligibility to Cover Your Program of Study

First contact the VA (888-GIBILL-1 or 888-442-4551) or check either [eBenefits.va.gov](http://eBenefits.va.gov) or [Vets.gov](http://Vets.gov) to confirm your remaining total months of available eligibility. Then use the following steps to estimate the conversion of months to weeks and decide if the estimate covers the length and cost of your program. The information in the right column demonstrates the formula and acts as an example only.

| Steps:   | Example Based on 30 Months of Eligibility and 54 Credits:  |
|--|--|
| 1. Enter your total number of months of eligibility provided by the VA.  | 30 months of eligibility   |
| 2. Assuming each month is four weeks in length, multiply the number of months by four to calculate your estimated weeks of eligibility.                            | 30 months of eligibility x 4 weeks per month = 120 weeks of eligibility                                      |
| 3. Enter the total number of credits required in the program.  | 54 credits   |
| 4. Assuming you take 6 credits per term, and each term is 12 weeks in length, calculate the total number of weeks of eligibility required to complete the program. | 54 credits / 6 credits per term = 9 terms<br>9 terms x 12 weeks per term = 108 weeks of eligibility required |
| 5. Subtract the total eligibility the program would require (total in step four) from your weeks of eligibility (total in step two).                               | 120 weeks of eligibility -<br>108 weeks of eligibility required = 12 weeks of remaining eligibility          |
| 6. Do you have enough eligibility to cover this program in totality?   | Yes  |

If the total in step five is greater than or equal to zero, you have enough weeks of eligibility to cover your program. If the total in step five is less than zero, consider additional funding sources to cover the remaining cost of your program such as federal financial aid.

## Questions?

**Contact the Department of Veterans Affairs (VA)** for information regarding your months of eligibility and receiving your Certificate of Eligibility.

**Contact Syracuse University's Veterans Resource Center** for assistance navigating Syracuse University and Veterans Affairs processes.

Additional information can be found on the [Veterans Resource Center website](#).