



Veterans Affairs Office
1200 Amburn Road, Suite A-149
Texas City, Texas 77591
409-933-8274 or
888-258-8859, ext. 8274

Veterans Educational Benefits Information Sheet

The Student Financial Services/Veterans Affairs Office will help all eligible veterans obtain VA educational benefits while they attend College of the Mainland. All documents **MUST** be submitted at the same time. Incomplete files will **NOT** be accepted. In addition, you must submit official academic transcripts for all previous colleges/universities attended.

DOCUMENTS REQUIRED FOR CERTIFICATION FOR EACH CHAPTER. IF YOU ARE:

1. Chapter 30 or 33 - Montgomery GI Bill - (Active Duty, discharged/retired) or Post 9/11

- _____ Application Form 22-1990 (never used) at www.gibill.va.gov (VONAPP) or 22-1995 (previously used). Print a copy for our office.
- _____ Copy of DD-214, member 4
- _____ Class schedule and receipt for payment arrangement for Chapter 30. **(Payment not needed for Chapter 33, but we need a copy of your Certificate of Eligibility)**
- _____ Degree plan signed by student and academic advisor
- _____ If you are a 34/30 (old GI Bill grandfathered into MGIB): VA form 21-686c

2. Chapter 31 - Vocational Rehabilitation: Must apply through the Veterans Administration

- _____ VA form 22-1905 (Contact Houston Regional V.A. Office at 713-383-1985)
- _____ Copy of DD-214, member 4 copy
- _____ Class schedule
- _____ Degree plan signed by student and academic advisor

3. Chapter 32 - Post Vietnam Era VA Benefits

- _____ Application VA form 22-1990 (never used) or 22-1995 (previously used). Print a copy for our office.
- _____ Copy of DD-214, member 4 copy
- _____ Class schedule and receipt for payment of tuition and fees.
- _____ Degree plan signed by student and academic advisor

4. Chapter 35 - Survivors and Dependents Educational Benefits (Service person must be 100 percent permanently and totally disabled or deceased from a service-connected event.)

- _____ Application VA form 22-5490 (never used) or 22-5495 (previously used). Print a copy for our office.
- _____ Marriage license and/or birth/death certificate to show relationship to veteran.
- _____ Class schedule and receipt for payment arrangement of tuition and fees
- _____ Degree plan signed by student and academic advisor

5. Chapter 1606/1607 (REAP) - Montgomery G.I. Bill - Selected Reserves

- _____ Application VA form 22-1990 (never used) or 22-1995 (previously used). Print a copy for our office.
- _____ VA form DD-2384 Notice of Basic Eligibility (NOBE) from unit Cmdr.
- _____ Class schedule and receipt for payment arrangement of tuition and fees
- _____ Degree plan signed by student and academic advisor

CONCURRENT ENROLLMENT

If you are concurrently enrolled at College of the Mainland and we are NOT your primary institution (institution where you are seeking your degree or certificate), you will need to request a Primary Institution Letter from your primary institution that states the following:

1. Your name and social security number
2. Chapter under which you are eligible
3. Your declared major
4. Courses approved by the institution to be taken at COM and the semester enrolling

This is necessary in order for you to receive payment for courses taken at both institutions. Otherwise, you will only be paid for courses taken at your primary school.

Notes to all students receiving V.A. Educational Benefits

1. Only courses required for your degree plan can be certified for VA benefits. You may take what you like, but you will only receive benefits for the courses required on your degree plan. Courses taken at institutions prior to your attendance at COM will be evaluated toward filling the requirements of your major.
2. No courses for which credit has been received may be repeated.
3. All students must meet standards of academic progress. Copy is at www.com.edu/veterans and/or attached.
4. Students receiving benefits under Chapters 30 or 1606/1607 must verify enrollment monthly by going to the VA website at http://www.gibill.va.gov/resources/verify_attendance/

Application Procedures:

When all your documentation is collected and complete (remember to make copies of documents you wish to keep), submit it to the Veterans Affairs Office at College of the Mainland (A-149). **You must turn in all required paper work at the same time.** The veteran's coordinator who will process your paper work will depend on the first letter of your last name. If you have any questions or require more information, please contact COM's Veterans Affairs Office at:

Local Phone: 409-933-8274

Houston Line: 1-888-258-8859

If your last name begins with A-K, your advisor is: Ms. Lori Boyd ext. 8275

If your last name begins with L-Z, your advisor is: Ms. Detra Levige ext. 8247

Other helpful phone numbers:

Houston Regional VA Office: 1-800-827-1000

Muskogee Regional VA Office: 1-888-442-4551

OR

1-888-GIBILL-1

Revised April 2011