

Student Services Manual (SSM)

SSM 206–01: Eligibility for Veterans Affairs Educational Benefits

Effective: 10/16/1984

Revised: 11/1/2012

Purpose

To ensure that eligible individuals receive veterans' benefits

Sources

38 *United States Code* –1651, 1700, 1770 (1982–Supp. III 1985)

U.S. Department of Veterans Affairs

Veterans Affairs Regional Office

Policy

Students must provide the necessary records to verify eligibility to receive veterans' benefits.

To receive benefits, veterans must provide the following documentation:

1. proof of admission to ASU
2. initial benefits applications (V.A. Forms 22-1990, 22-1995, 22-5490, or 22-5495)
3. Military Separation Documentation Form DD214, DD-2384 (NOBE)

and

4. interoffice documentation, including the:
 - a. Veterans Standards Letter
 - b. Communications log

and

- c. Graduate Program of Study.

For Chapter 34/30 Conversion

Veterans Affairs Regional Office (VARO) must have copies of all:

1. marriage certificates
2. birth certificates

and

3. divorce decrees.

All required Veterans Affairs (V.A.) forms must be completed according to the chapter governing the veterans, as described in the following table.

All pay problems are handled expeditiously.

General Requirements

| Benefits | Requirements |
|--|---|
| Chapter 30 Montgomery G.I. Bill | Veteran must receive an honorable discharge, have enlisted in the military service after July 1, 1985, and must apply for benefits within 10 years after the date of separation from the service. |
| Chapter 31 Vocational Rehabilitation | <ol style="list-style-type: none"> 1. Veteran must have an approved service-connected disability. 2. Paperwork must be initiated through the Veterans Affairs Regional Office (VARO). |
| Chapter 32 Veterans Educational Assistance Program | Student must have contributed to the Veterans Educational Assistance Program (VEAP). |
| Chapter 34/30 Conversion Regular G.I. Bill | <ol style="list-style-type: none"> 1. Student must have enlisted in the military service before December 31, 1976, remain on active duty until June 30, 1985, and have applied for benefits within 10 years after the date of separation from the service. 2. Delayed enlistment students also must supply a copy of DD Form 4/1 to prove active duty commitment. |
| Chapter 35 Dependent Spouse/Child | <ol style="list-style-type: none"> 1. Sponsor must have been deceased, 100 percent permanently disabled, or missing in action while on active duty. 2. All required documentation must be on file at VARO. |
| Chapter 1606 Selected Reserve/National Guard Education Assistance Program | <ol style="list-style-type: none"> 1. Student must have enlisted in the Selected Reserve National Guard after July 1, 1985, for a period of 6 years. 2. Student must obtain DD Form 2384, Selected Reserve Education Assistance Program Notice of Basic Eligibility, from National Guard or Reserve Component Unit. |
| Current Service Person | Paperwork must be initiated at the Base Education Office. |

Special Requirements

| Benefits | Requirements |
|------------------------|--|
| Undergraduate students | All undergraduate students must be pursuing a specific degree program, but may attend four semesters as undeclared before declaring a major. |
| Graduate students | All graduate students must have a graduate Program of Study current at all times and random evaluation of prior credit on file. |

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| Law students | Ensure that the enrollment dates (which are different) are correct. |
| MBA students | Ensure that the enrollment dates (which are different) are correct. |
| BIS-Motorola/Intel students | Ensure that the enrollment dates (which are different) are correct. |
| Independent Study students | Verification of enrollment must come from the College of Extended Education. |