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# Applying for VA Benefits

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**March 2013**

Call us toll-free at  
1-877-542-4134  
if you have any questions.

# Applying for Post-9/11 Benefits

## ■ Apply for Benefits

1. Go to [vabenefits.vba.va.gov/vonapp](http://vabenefits.vba.va.gov/vonapp) to list Excelsior College as parent school.
2. Go to [www.gibill.va.gov](http://www.gibill.va.gov) to apply for VA Benefits.

## ■ Proof of Eligibility

These items will document time in service and eligibility.

- **Certificate of Eligibility (COE).** After applying for Post 9/11 benefits, it may take 4-6 weeks to receive your COE. Because of this, Excelsior will accept a variety of other documents to approve you for Post 9/11 benefits.

If you already have your COE, please fax it to **1-518-464-8777** or email it to [vafa@excelsior.edu](mailto:vafa@excelsior.edu).

**We will also accept the following for Post 9/11 benefit proof of eligibility.**

- **Copy of Your Application for VA Benefits (22-1990).** The application to apply for benefits can be found at [www.gibill.va.gov](http://www.gibill.va.gov).

## ■ Transcripts/records you may need from your particular military branch.

- Army:** AARTS Transcript, or Enlisted Records Brief or Officer Records Brief
- Marines:** SMARTS Transcript
- Air Force:** Community College of the Air Force Transcript

# Using Post-9/11 (Chapter 33)

## ■ Fast Facts

- You must be enrolled at Excelsior to use this benefit.
- Active military are eligible for a book stipend.
- Active military are not eligible for a housing allowance.

## ■ Once Your Benefits Are Approved

**1. Advisor Approval.** Go to [MyExcelsior](#) to request course approval from your academic advisor. Once logged in, you'll be able to contact your advisor through the **My Details** page.

**2. Register for classes.** Once approved, go to the [student course registration](#) in MyExcelsior to register for courses.

**3. Coverage.** Your tuition and fees will be adjusted according to your benefit eligibility. The VA will disburse allocation of tuition & fees directly to Excelsior.

**3. Pay.** If your Post 9/11 benefit is less than 100%, you will need to pay any remaining tuition and fees that are not covered.

# Using Chapters 30, 35, 1606, 1607

**You must be enrolled at Excelsior College to use these benefits.**

If you indicated the benefit you want to use during the admissions process, there is nothing further needed.

Otherwise, please email [vafa@excelsior.edu](mailto:vafa@excelsior.edu) or use the Excelsior College Message Center to tell us your specific benefit.

## ■ **Once Benefits Approved & Communicated**

**1. Advisor Approval.** Go to [MyExcelsior](#) to request course approval from your academic advisor. Once logged in, you'll be able to contact your advisor through the **My Details** page.

**2. Register for classes.** Once approved, go to the [student course registration](#) in MyExcelsior to register for courses.

**3. Your Payment.** You will pay your own tuition and fees.

**4. VA Benefit Payment.** You will receive the applicable payment based on your benefit and total credits taken in about 4-6 weeks after the Excelsior College VA Office submits a VA Claim for you.

**4. Verify your enrollment.** Visit [www.gibill.va.gov](http://www.gibill.va.gov) and click on the WAVE icon or call **1-877-823-2378**.

# Post-9/11 Eligibility Based on Servicetime on or after 9/11

| Individuals serving an aggregate period of active duty after September 10, 2001, of: | Percentage of Maximum Benefit Payable |
|--|---------------------------------------|
| At least 36 months   | 100                                   |
| At least 30 continuous days and discharged due to service-connected disability       | 100                                   |
| At least 30 months < 36 months   | 90                                    |
| At least 24 months < 30 months   | 80                                    |
| At least 18 months < 24 months   | 70                                    |
| At least 12 months < 18 months   | 60                                    |
| At least 6 months < 12 months  | 50                                    |
| At least 90 days < 6 months  | 40                                    |