



# HOW TO APPLY FOR GI BILL® BENEFITS

## TAKE THESE STEPS TO START EARNING YOUR DEGREE!



### STEP 1: APPLY FOR YOUR CERTIFICATE OF ELIGIBILITY (COE)

- Have all of the required information before you start. You must complete the form in one session – there is no option to save and come back later
- Go to [www.va.gov](http://www.va.gov), click “Apply for Education Benefits”
- Click on “Find your education benefits form”, under “How Do I Apply?”
- Answer the questions by clicking the appropriate bubble until you reach “Apply Now”
- The VA will process your application in approximately 30 days and you will receive a Certificate of Eligibility (CoE) in the mail
- Call 888-GIBILL-1 to check the status of your application

### STEP 2: REGISTER FOR CLASSES

- Register for classes as soon as your school’s registration period opens
- Contact your School Certifying Official (SCO) and provide a copy of your CoE

### STEP 3: VERIFY ATTENDANCE

- While in school, you must verify your enrollment EVERY MONTH to receive your next monthly deposit
- Complete your monthly verification either way:
  - Opt-in to text message enrollment verification
  - Opt-in to email enrollment verification
  - Call: 1-888-GIBILL1 (1-888-4551)

### STEP 4: NEXT SEMESTER

- Do not repeat the application on [va.gov](http://va.gov) unless changing schools or degree plans
- As soon as registration for the next term opens, register for classes early and make another appointment with your SCO

### FOR MORE INFORMATION:

- Contact the Education Support Center: 866-ARNGEDU (276-4338)
- Visit us online: [www.nationalguard.com/education](http://www.nationalguard.com/education)
- Contact your State Education Services Office:  
[www.tn.gov/military/programs-benefits/education-incentives](http://www.tn.gov/military/programs-benefits/education-incentives)

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