

**VETERANS EDUCATION ASSISTANCE APPLICATION PROCEDURES**  
**VA benefits are not certified until both Veterans and Admission's files are complete**

**IF YOU ARE THE VETERAN AND QUALIFY FOR BOTH THE  
MONTGOMERY GI-BILL CHAPTER 30 AND THE POST 9/11 GI-BILL PLEASE CONTACT  
BRENDA LONG AT 252-222-6293 or [financialaid@carteret.edu](mailto:financialaid@carteret.edu)**

**PLEASE KEEP THIS SHEET FOR FUTURE REFERENCE**

1. Have you received VA educational benefits before?

a. \_\_\_\_ If not, you must complete a VA application for veterans benefits, apply on-line:

**<https://www.vets.gov/education/apply/>** (VA form 1990 for Veterans and Reservists or VA Form 5490 for Survivors or Dependents Educational Assistance.

b. \_\_\_\_ If you have received VA education benefits at another college or university, you must complete VA 1995 (for Veterans and Reservists) or VA form 5495 (for Spouse and dependents). **YOU MUST ALSO COMPLETE THIS FORM IF YOU CHANGE YOUR MAJOR WHILE AT CCC.** Forms are located in the Financial Aid/Veterans Services Office

c. \_\_\_\_ Submit your "Certificate of Eligibility" after the Veterans Administration approves your benefits.

2. Complete all admissions requirements, choose a major/program, and meet all admission criteria established by CCC for that program. Completion of your admissions file includes but is not limited to:

a. \_\_\_\_ application for admission

b. \_\_\_\_ an official high school transcript or GED (to be official it must be received by CCC in a sealed envelope)

c. \_\_\_\_ official transcripts of **all** colleges attended

d. \_\_\_\_ completion of any required placement testing, if required

3. \_\_\_\_ copy of **DD214** (prior active duty) or **NOBE** (guard/reserve) if you are the veteran.

**VA Enrollment Certifications are conducted by appointment each semester**

**To ensure that you do not have a lapse in payments, you MUST plan to register as soon as registration opens. Please contact [financialaid@carteret.edu](mailto:financialaid@carteret.edu) once you have registered to schedule this appointment.**

Chapter 30, Chapter 1607 (REAP), and Chapter 1606 (guard/reserve), students must verify attendance each month at [www.gibill.va.gov](http://www.gibill.va.gov) (WAVE) or by calling 877-823-2378 on the last day of the month.

For spring and fall sessions full time enrollment is 12 or more credit hours,  $\frac{3}{4}$  for 9-11 credit hours,  $\frac{1}{2}$  for 6-8 credit hours and  $<\frac{1}{2}$  for 1-5 credit hours in a standard 16 week term. For CCC's 8 week summer session, 6 = full time, 4-5 =  $\frac{3}{4}$  time, 3 =  $\frac{1}{2}$  time, and 1-2 =  $<\frac{1}{2}$ . Chapters 30, 35, 1606, 1607, and 32 students:

\*The Veterans Administration pays the monthly housing stipend based on enrollment and attended hours. If you are taking courses that do not run the entire length of the semester, your housing payment will be adjusted. For instance: You register for 9 semester hours that run from Jan 7 to May 6 but also register for a 3 semester hour course that runs from Jan 7 to March 4; if you do not register for another 3 semester hour course that begins on March 5, the VA will adjust your housing payment to a  $\frac{3}{4}$  time status as of March 5.

Chapter 33 Post 9/11 students must register for at least 7 semester hours each fall and spring semester. If you do not register for at least 1 completely seated semester hour, your monthly stipend will be reduced. Completely seated courses are those courses ending in 001, 002, 200, 201, or 300, 301 etc. For instance, ENG 111 001 is a completely seated course.

College prep (remedial) courses that are taught via the internet, web based, or hybrid, and audited, previously taken and passed, or those that are not required in your major program of study cannot be certified for benefits.

These requirements and procedures involve only certification and continuation in a VA approved program at CCC and do not relieve you of any responsibility of complying with other VA rules and procedures covered in appropriate laws, regulations, and VA pamphlets. If there is any doubt or question, ask!!!

For additional information log to [www.gibill.va.gov](http://www.gibill.va.gov) or call the Department of Veterans Affairs at 1-888-442-4551; County Veterans Services Office, 252-728-8440 or Veterans Certifying Official, Brenda Long, 252-222-6293 or [financialaid@carteret.edu](mailto:financialaid@carteret.edu)

## Application for Veterans Benefits

**PLEASE NOTE: NAME, ADDRESS AND TELEPHONE NUMBERS SHOULD ALWAYS BE KEPT CURRENT WITH THE STUDENT SERVICES OFFICE**

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Last	First	Middle	Maiden or other name used
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Address	City	State	Zip
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VA File Number	Social Security Number	Date of Birth
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Major Program of Study	Telephone Number	Email Address
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Chapter # (Prior Active Duty-Ch 30 or 33, Dependents Ch 35, Ch 32-VEAP, Ch 1606 Selected Reserve, 1607 Reservist Title X Activated)

Have you received VA benefits at another college \_\_\_\_ Yes \_\_\_\_ No  
If yes, you must submit a VA form 22-1995 (veterans) or 22-5490 (dependents)  
Download at [http://www.va.gov/vaforms/landing2\\_relatedlinks.htm](http://www.va.gov/vaforms/landing2_relatedlinks.htm)

Please list ALL prior colleges attended:

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Veterans whose home of record, listed on the DD214, is NOT North Carolina may be eligible for in-state tuition rates if:

1. are using either Chapter 30, Montgomery GI Bill or Chapter 33, Post 9/11 GI Bill.
2. have been discharged within the last 3 years.
3. intend for North Carolina to be their permanent residence.

By signing below, you confirm that all three of the above statements are true.

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Signature

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Date