



# 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:
  - Call: 1-877-823-2378
  - Go online at: [www.gibill.va.gov/wave](http://www.gibill.va.gov/wave) and verify attendance through the Web Automated Verification of Enrollment (WAVE)

## 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 INNG Education Services Team  
317-964-7023 OR [ng.in.inarng.list.j1arp-eds@army.mil](mailto:ng.in.inarng.list.j1arp-eds@army.mil)
- Visit Us On-line:  
<http://www.in.ng.mil/TroopResources/EducationServices>

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