New Undergraduate Student Veteran Checklist

Before you come to Orientation

☐ Complete the Veterans On Line Application (VONAPP)
The VONAPP website enables service members, veterans, and their beneficiaries to apply for benefits. The application is located at: [http://vabenefits.vba.va.gov/vonapp/main.asp](http://vabenefits.vba.va.gov/vonapp/main.asp)

- Complete the appropriate application for veterans educational benefits through the VONAPP website.
  - NOTE: If you have a pending application, don’t use VONAPP to resubmit your claim.
    - Original Application for Post 9/11 GI Bill - VA 22-1990 – For veterans/service members who have never claimed benefits before or are changing educational benefit chapters.
    - Transfer of Institution Form - VA 22-1995 – For veterans or transferees changing institutions.
  - Once application is complete, print the one page Certified Application of Benefits confirmation.

☐ Complete FAFSA
Complete the Student Application for Federal Financial Aid form located at: [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

- You ARE required to report state educational benefits, like the Hazelwood tuition exemption, on the FAFSA.
- You ARE NOT required to report federal educational benefits on the FAFSA, such as Montgomery GI Bill, Post 9/11 GI Bill, Dependent Educational Assistance, and Vocational Rehabilitation.

☐ Obtain a copy of your DD-214
If you do not have a copy of your DD-214, you may order it at the following website:

  - [http://www.archives.gov/veterans](http://www.archives.gov/veterans)

(Please contact SVS for further assist with obtaining you DD-214)

☐ Submit Military Transcripts
Veterans and Service Members must submit military transcripts. The link is provided below:

- Army, Navy Marine Corps: [https://jst.doded.mil/smart/signIn.do](https://jst.doded.mil/smart/signIn.do)

☐ Update Official Academic Transcripts
Submit official transcripts for courses that were not completed before being admitted to UT Austin.

- Send transcripts to:
  - The University of Texas at Austin
  - Office of Admissions
  - Attn: Valerie Atwood
  - PO Box 8058 Austin TX 78713-8058

Important Documentation to bring with you to Orientation

☐ DD-214
☐ VONAPP Confirmation
☐ Copy of VA Certificate of Eligibility for UT Austin (If available)
☐ Copy of Military Transcript confirmation
Orientation

While Attending Orientation
Sign up for an official university student orientation at: http://deanofstudents.utexas.edu/nss/
Complete the following tasks during orientation; failure to do so may result in dropped classes and/or delayed benefits.
  ▶ Get ID Card: Necessary to conduct financial transactions with the university (Tuition, Benefits, Financial Aid, etc.). First floor of Flawn Academic Center.
  ▶ Meet with Academic Advisor: Prerequisite to registering for classes.
  ▶ Student Veteran Services Session: See Orientation Schedule, overview of veteran services available and methods of accessing veteran resources.
  ▶ Veteran Certification Session: See Orientation Schedule, covers how to complete and submit a successful application for veteran’s benefits to the Office of the Registrar.
  ▶ Register for Classes: Full time = 12 hours during Fall and Spring semesters. Ensure all classes are towards your degree plan up to 12 hours.

Veteran Educational Benefit Certification
Once you have completed all of the above, you can certify for benefits at UT Austin.
  ▶ Please visit this website for required actions: http://registrar.utexas.edu/student/certification-veteran/gi-bill

Get your tuition covered
Post 9/11 GI Bill users only once you have registered and turned in your veterans benefit certification to the Office of the Registrar take a copy of your VA Certificate of Eligibility to Student Accounts Receivable (MAI 4) to receive tuition coverage. (If you do not have the Certificate of Eligibility for UT Austin, please contact Student Veterans Services for more information).

Hazlewood Certification
If you are a veteran or dependent of a veteran and qualify for the Hazlewood exemption, you may be eligible to use both Hazlewood and the GI Bill simultaneously. The Hazlewood Act exempts the tuition and required fees for eligible courses up to 150 credit hours total in Texas public institutions.

If you are planning to utilize federal educational benefits and the Hazlewood exemption simultaneously, please contact Student Veteran Services at utveterans@austin.utexas.edu or 512-232-2835 to verify your eligibility and to receive information on how to apply for Hazlewood benefits at UT Austin.

Hazlewood eligibility and benefit information, as well as forms are available at:
http://registrar.utexas.edu/student/certification-veteran/hazlewood

Residency Requirements
Any individual utilizing federal military educational benefits (G.I. Bill, DEA, Voc Rehab, etc.) is eligible to pay in-state tuition by submitting a copy of your most recent Award Letter or Certification to the UT Residency Office at (512) 475-7391 or

GLAC University of Texas at Austin 405 W. 26th Street Austin, TX 78705