New Undergraduate or Transfer Dependent 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
   ▶ Complete the appropriate application for veteran’s educational benefits through the VONAPP website. NOTE: If you have a pending application, don’t use VONAPP to resubmit your claim.
      o Original Application for Post 9/11 GI Bill - VA 22-1990E – For veterans/service members/dependents who have never claimed benefits before or are changing educational benefit chapters.
      o (Post 9/11) Transfer of Institution Form - VA 22-1995 – For veterans or transferees changing institutions.
      o (DEA) Dependent Education Assistance - VA 22-5490 – For dependents who have never claimed benefits under the chapter they are requesting.
      o (DEA) Dependent Education Assistance Transfer Form - VA 22-5495 – For dependents of a veteran 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
   ▶ 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.

☐ Update Official Academic Transcripts
   Submit official transcripts for courses that were not completed before being admitted to UT Austin.
   ▶ Undergraduates send transcripts to:
      The University of Texas at Austin
      Office of Admissions
      Attn: Valerie Attwood
      PO Box 8058 Austin TX 78713-8058

Important Documentation to bring with you to Orientation

☐ VONAPP Confirmation
☐ Copy of VA Certificate of Eligibility for UT Austin (If available)

Orientation

☐ While Attending Orientation
   Sign up for an official university student orientation session at: http://deanofstudents.utexas.edu/nss/
   Complete the following tasks during your orientation or before the first day of class. Failure may result in dropped classes and/or delayed benefits.
   ▶ Get UT 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: This is a 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, how to complete and submit a successful application for veterans benefits to the Registrar.

Registrar for Classes: Full time = 12 hours. 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.

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).

Hazelwood 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

Student Veteran Services
Office of the Dean of Students
Division of Student Affairs
The University of Texas at Austin
512-232-2835

SVS Mission
Student Veteran Services in the Office of the Dean of Students is dedicated to providing veterans, military personnel and their families with the support needed to make the most of their educational experience.