

Checklist to Receive V.A. Education Benefits

- _____ 1. Contact your Certifying Official. For all campuses contact Millicent Harding on the Maysville campus at, 606-759-7141, Ext. 66196, or millicent.harding@kctcs.edu.
- _____ 2. Apply for your V.A. benefit at www.gibill.va.gov. Enter VONAPP, Veterans on-line application, you will be asked to answer questions about you and your military experience. Chapter 35, DEA, will use form 22-5490 to apply. Post 9/11, chapters 30, 1606, and 1607 use form 22-1990.
- _____ 3. Apply for admission to the school at www.maysville.kctcs.edu. You may be asked to provide certain documents, DD-214, etc. You will be notified by mail of your acceptance.
- _____ 4. Fill out the on-line application for Federal Financial Aid (FASFA) you may be eligible for aid in addition to your G.I. Bill. This step is not mandatory.
- _____ 5. Take the COMPASS placement test at the Maysville, Rowan, LVC, or Montgomery campus. This determines what type of classes you will need to take.
- _____ 6. Declare a program of study. The V.A. requires you to be in a credential seeking program.
- _____ 7. Meet with an academic advisor. All advisors have been informed of the guidelines that the V.A. requires you to follow. Self-advising is never a good idea. If you don't know who your academic advisor is contact your Certifying Official.
- _____ 8. If you receive a tuition waiver, from National Guard or from the State of KY, make sure you contact the business office on your MCTC campus to make sure your waiver has been received by the school.
- _____ 9. Request to have your military transcript sent to the school. You could possibly receive college credit for your training. www.jstdod.ed/mil