



## Education Checklist – Active Duty

- Fill out VA Form 22-1990, “Application for VA Education Benefits.” Many service members may qualify for the New Post 9/11 GI Bill. Filling this out form is the only way to verify your benefit eligibility. In addition, by filling out the form now you will save time later when you are ready to start using your GI Bill. Download the form from [http://www.vba.va.gov/pubs/forms/VBA-22\\_1990.pdf](http://www.vba.va.gov/pubs/forms/VBA-22_1990.pdf)
- Visit the Department of Veterans Affairs GI Bill website at <http://www.gibill.va.gov/> to learn about the latest developments and vital information concerning your education benefits. To talk with a VA Benefits Counselor, call 1-888-442-4551.
  - Montgomery GI Bill (MGIB)  
[http://www.gibill.va.gov/GI\\_Bill\\_Info/benefits.htm](http://www.gibill.va.gov/GI_Bill_Info/benefits.htm)
  - New Post 9/11 Montgomery GI Bill  
<http://www.gibill.va.gov/S22/S22%20Fact%20Sheet.pdf>
  - Navy, Army, or Marine Corps College Funds  
Navy: <http://www.npc.navy.mil/CareerInfo/Education/GIBill/NavyCollegeFundProgam.htm>  
Army: <https://www.hrc.army.mil/site/education/ACF.html>  
Marine Corps: <http://www.marines.com/page/usmc.jsp?pagelId=/page/Detail-XML-Conversion.jsp?pageName=Marine-Corps-College-Fund&flashRedirect=true>

These benefits could be worth more than \$60,000 in education assistance money.

- Increase your GI Bill Benefit. **IF** you are eligible for the GI Bill, you may be able to increase your benefit by up to \$5,400 by making an additional \$600 (non-refundable) contribution. But you must do it before you separate from active duty. Download DD Form 2366-1, at <http://www.dtic.mil/whs/directives/infomgt/forms/eforms/dd2366-1.pdf>
- Get a copy of your DD Form 2586, “Verification of Military Experience and Training” document. See your Transition Assistance Counselor or Education Office for assistance. Visit <http://www.militaryinstallations.dod.mil/ismart/MHF-MI/> to locate the office nearest you.

*Note: This checklist is intended to be a quick reference for planning your education. It is for informational purposes only and is not a replacement for the DD 2648 or DD 2648-1. Additionally, you need to check your eligibility for any benefit with the appropriate agency.*



- If you decide to go back to school, take an academic entrance exam before you leave the service. These exams are free to service members only while on active duty. Contact your local Education Service Office for assistance. Visit <http://www.militaryinstallations.dod.mil/ismart/MHF-MI/> for assistance in finding the office nearest you.
- Get a copy of your Official Military Education and Training Transcripts. Visit one of the following websites to learn how to request your official transcript:
  - Army:** To learn the Army/American Council on Education Registry Transcript System (AARTS), go to <http://aarts.army.mil>
  - Navy and Marine Corps:** To learn how to get the Sailor/Marine American Council on Education Registry Transcript (SMART) go to <http://www.navycollege.navy.mil>.
  - Air Force:** Air Force transcript information can be found at the following website: <http://www.au.af.mil/au/ccaf/>
  - Coast Guard:** Coast Guard transcript information can be found at the Coast Guard Institute website: <http://www.uscg.mil/hq/cgi/forms.html>
- Speak to your Education Services Officer or Navy College Representative for assistance before you leave the service. Visit <http://www.militaryinstallations.dod.mil/ismart/MHF-MI/> for assistance in finding the office nearest you.
- Contact the Veteran Affairs Vocational Rehabilitation and Employment Program if you have a service-connected disability. Learn more about this program at: <http://www.vba.va.gov/bln/vre/index.htm>

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