

Chapter 35 (Dependents Education Assistance) Checklist

Complete the following checklist if you are a dependent of a disabled or deceased veteran and have previously used the benefits at UTK or another institution.

To start your benefits, you need to complete the following checklist:

- Get admitted to university in a degree seeking program
- To start your chapter 35 benefits please fill out form 22-5490 (application for DEA benefits) or to transfer your Chapter 35 benefits from another school to UT please go through <http://www.benefits.va.gov/gibill/> using VONAPP, VA Form 22-5495: "Dependents' Request for Change of Program or Place of Training"
- Go to orientation, get registered for classes
- Provide the following documents to Jayetta Rogers:
 - Copy of VA Form 22-5490 (new students) or 22-5495 (transfer students) from VONAPP
 - Copy of Certificate of Eligibility from VA
 - Enrollment Certification Request form (must be completed every semester after you register for classes, available online at http://veterans.utk.edu/wp-content/uploads/sites/44/2016/03/EnrCertReqFm_2017.pdf)
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- Wait. Depending on when you turn your paperwork to the VA and our office, and the VA's processing time, you could see your first payment as early as the second month that you are enrolled in school or as late as 3 to 4 months into the semester. Best advice is to get registered early & get your paperwork turned in as soon as possible.
- Notify our office of any changes that you make to your schedule or major within 5 business days.

UNIVERSITY OF TENNESSEE
VETERANS RESOURCE CENTER

We are happy that you are here and want to help you reach your academic goals!