Welcome to California State University, East Bay. Completing the following items on this checklist will ensure the proper processing of your VA benefits application and enable you to take full advantage of your education benefits. Please note that the VA requires that CSU East Bay receive your college transcripts, a declaration of your educational objective, and educational plan in order to remain in compliance. **Not submitting the below items will result in your benefits being delayed.** Please refer to the Veterans Statement of Student Understanding for further information.

- **Application for Education Benefits:**
  - ☐ 22-1990
  - ☐ 22-1995
  - ☐ 22-1990E
  - ☐ 22-5490
  - ☐ 22-5495

- **Certificate of Eligibility**
  - ☐ DD-214 (Veterans)
  - ☐ NOBE (Reservists)
  - ☐ DoD Approval (TEB)
  - ☐ N/A

- **Veterans Statement of Student Understanding** (On CSUEB website, see Student Records Forms)

- **Veterans Request for Certification (VRC)** (On CSUEB website, see Student Records Forms)
  - Once enrolled, you must request to receive VA benefits by submitting this form every term.

- **Evaluation of Course Requirements for Current Major** (Major Degree Plan)
  - Must be completed and signed by a faculty advisor in your major department by the end of your first quarter in order to continue receiving benefits.
  - Student should make an appointment to see an advisor as soon as possible upon admission.

- **Evaluation of Course Requirements for General Education** (General Education Plan)
  - Must be completed and signed by an advisor in the General Education Department or AACE Department by the end of your first quarter in order to continue receiving benefits.
  - Student should make an appointment to see an advisor as soon as possible upon admission.

- **Monthly self-verification** -- Visit WAVE site ([www.gibill.va.gov/pace](http://www.gibill.va.gov/pace)) or call 1-877-823-2378
  - Does not apply to recipients of Chapter(s) 31, 33 or 35.

**PLEASE NOTE:**
- You must submit a new VRC form each quarter. It is recommended that you submit the VRC prior to the beginning of each quarter. This form is used to certify your eligibility for benefits. Only courses listed on your major/GE educational plan may be certified.
- Each time you change your Educational Objective, you must complete a new major degree plan and general education evaluation.
- Please keep your personal contact information updated with the CSU East Bay VA office to ensure you receive all pertinent information regarding your educational benefits.