ABOUT CHAPTER 30

• Benefit that service members paid into during time of service.
• Must have at least two years of active duty.
• Monthly stipend based off course schedule reported to the VA each term.
• Cannot be used with Federal Tuition Assistance (FTA).

REQUIRED PAPERWORK

FIRST TIME USING BENEFIT
Fill out VONAPP 22-1990 by visiting www.ebenefits.va.gov/ebenefits/vonapp
A COE will be completed and mailed by the VA to address on VONAPP

☐ Certificate of Eligibility (COE): from VA
☐ Semester Enrollment Form: from MFEC
☐ Must be registered for current term to use benefits

ADDITIONAL PAPERWORK

SERVICE MEMBERS/VETS

☐ DD-214 (Member 4 Copy): if applicable
☐ Military Transcripts: Information on how to obtain your transcript on the other side of this page

TRANSFER STUDENTS

☐ 22-1995 Form: Information needed to transfer schools and/or change majors

IMPORTANT

VERIFICATION must be called in at the end of the month, every month, for payment
• WAVE (verification number) 1-877-823-2378

DROP/ADD A CLASS if you make a change in your schedule notify the MFEC office
• All registered classes must be on your degree audit

ROUND OUT
• Effective August 2020, the VA will no longer allow students to register for classes outside of their degree program in the last semester.
HOW TO OBTAIN YOUR MILITARY TRANSCRIPT

ALL BRANCHES (EXCEPT AIR FORCE)
Visit https://jst.doded.mil/jst/
- Request an Official Joint Service Transcript
- Create a login or use a CAC to sign-in

FOR AIR FORCE VETERANS visit www.au.af.mil/au/ccaf/transcripts.asp

MONTHLY STIPEND

<table>
<thead>
<tr>
<th>TRAINING TIME</th>
<th>Undergraduate</th>
<th>Fall or Spring Semester</th>
<th>Summer Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Full term = 12 credits</td>
<td>12 week term = 8 credits</td>
</tr>
<tr>
<td></td>
<td></td>
<td>12 week term = 8 credits</td>
<td>8 week term = 6 credits</td>
</tr>
<tr>
<td></td>
<td></td>
<td>8 week term = 6 credits</td>
<td>4 week term = 3 credits</td>
</tr>
<tr>
<td>Full-Time</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Half-Time</td>
<td></td>
<td>Full term = 6-8 credits</td>
<td>12 week term = 5 credits</td>
</tr>
<tr>
<td></td>
<td></td>
<td>12 week term = 4-5 credits</td>
<td>8 week term = 3 credits</td>
</tr>
<tr>
<td></td>
<td></td>
<td>8 week term = 3 credits</td>
<td>4 week term = 2 credits</td>
</tr>
</tbody>
</table>

NEXT STEPS

CHECK YOUR SINCLAIR EMAIL. You will receive an email from VA Once when your certification has been processed and sent to the VA.

EVERY SEMESTER you will need to supply MFEC with the following:
- Semester Enrollment Form
- Must be registered for full term

CONTACT INFORMATION

SINCLAIR MFEC SERVICES
Dayton Campus, Building 11, Room 11342
www.sinclair.edu/mfec • mfec@sinclair.edu
PH (937) 512-2586 • FX (937) 512-2199

VA REGIONAL OFFICE – ST. LOUIS
www.gibill.va.gov • (888) 442-4551

WAVE
https://gibill.va.gov/wave • (877) 823-2378