Chapter 33: VA benefits certification

1. Complete the VA’s application for benefits.
2. Apply to ASU and self-identify as a student using VA benefits. [asu.edu/apply]
3. Upon acceptance to ASU:
   - Meet with an academic advisor and enroll in courses.
   - Complete the residency petition, if applicable.
   - Complete PTVC Benefits Responsibility form.
   - Complete PTVC Prior Credit Evaluation form by the end of the first term once all transcripts are on file.
4. Complete VA Enrollment Activity Form.
5. Receive payments from the VA, where applicable.
6. ASU Admission Services will email you upon admission. You can also check my.asu.edu to see your admission status.
7. Upon acceptance to ASU:
   - Your academic advisor signs off on any forms.
   - Residency Office processes petition and notifies you of the outcome.
   - PTVC processes Benefits Responsibility form.
   - PTVC processes Prior Credit Evaluation form.
8. PTVC processes Enrollment Activity Form.
9. The VA processes enrollment and issues payments.
10. ASU reviews and posts payments to your student account where applicable.

(Average time: 30 calendar days.)
Pat Tillman Veterans Center locations

**Downtown Phoenix campus**
University Center Building, room 130
602-496-0152

**Tempe campus**
Memorial Union, lower level, room 75
480-965-7723

**Polytechnic campus**
Administration Building, suite 110
480-727-2773

**West campus**
University Center Building, suite 101
602-543-8220

Complete your VA application at [va.gov/education/how-to-apply](http://va.gov/education/how-to-apply).

Send your Certificate of Eligibility to ptvcrimeas@asu.edu.

Create your eBenefits account at [ebenefits.va.gov](http://ebenefits.va.gov).

**Helpful tips**

- Regularly check My ASU for any Priority Tasks you need to complete.
- Only enroll in courses that are approved and in your program of study.
- Early submission of your Enrollment Activity Form is preferable, but remember that enrollment changes cause delays — be sure your class schedule is finalized prior to submitting your EAF.
- Revise your EAF whenever you or your college adds or changes courses in your schedule.

“**The Pat Tillman Veterans Center didn’t hesitate to show me how to extend my benefits. I’m really happy I stopped in to talk to them.”**

— CynClair H.

**Resources**

Find a checklist for your benefits at [veterans.asu.edu/veteran-checklist](http://veterans.asu.edu/veteran-checklist).

If you have any questions about the items on this checklist, contact the Pat Tillman Veterans Center sponsor team at ASUveterans@asu.edu or 480-965-7723.

For questions directly related to starting or using GI Bill® benefits, please contact your VetSuccess on Campus counselor at 480-727-5627.