

VR & E - Chapter 31 Checklist

This checklist assumes that you have applied for and been approved for benefits under CH31 Veteran Readiness and Employment (VR & E)

You must apply to and be accepted to the University of Connecticut

- ___ Apply online at: <https://admissions.uconn.edu/apply/veteran-military>
- ___ Request your Joint Service Transcript (SMART) at www.jst.doded.mil
- ___ (USAF ONLY) Request your CCAF at [Community College of the Air Force Transcripts](#)
- ___ Send required documents for the application fee waiver (as listed on admissions website) to: beahusky@uconn.edu
- ___ Complete the FAFSA at www.fafsa.ed.gov – It is highly recommend that you complete the FAFSA, regardless if you think you qualify or not. Financial Aid can be used in conjunction with GI Bill

Apply to utilize your VR & E Benefits

- ___ Contact this office to make an initial appointment with a School Certifying Official, and to have your enrollment and orientation fees deferred to your fee bill, and fill out a parking permit form. **Contact this office before paying any fee out of pocket, if possible. This includes your parking permit.**
- ___ Confirm receipt by this office of a purchase order from your Voc Rehab counselor
- ___ Confirm with the Barnes and Noble Bookstore on your home campus of receipt of a purchase order for your books and supplies
- ___ Register with the UConn Center for Student with Disabilities (www.csd.uconn.edu) if you require any accommodations for exams or classes (note taking, tutoring, etc)
- ___ OPTIONAL; If eligible, apply for the Connecticut State Veterans Tuition Waiver:
Visit <https://veterans.uconn.edu/benefits/waiver/> for eligibility and documentation requirements.
- ___ If you are enrolled in the EMBA, CEIN, PMBA, Pharm D, or a Certificate Program, and/or are planning on using the waiver in conjunction with, or instead of (at any time during your UConn program) your CH31 benefits, please contact this office for a complete overview of what the CT Veterans Waiver will cover.

Register for classes & Submit Online Form D (Request for Certification for Benefits):

- ___ Register for classes (Only courses which apply to the program graduation requirement can be certified - the credits awarded must bring the credits left to graduate down by an equal amount)
- ___ Once registered, submit the FORM D (request for certification) found at <https://veterans.uconn.edu/benefits/forms/>. This applies to ALL students wishing to use a Military related benefit (State or Federal) at the University of Connecticut. **** A FORM D MUST BE SUBMITTED ONLINE PRIOR TO EACH TERM!** Failure to do so will delay funding **

Guest Students: Students attending another college or university wanting to take a course at UConn to transfer back to their parent institution, will need to provide:

- ___ Supplemental letter from the parent school
- ___ Current Certificate of Eligibility of college attending
- ___ Complete and turn in Form D at <https://veterans.uconn.edu/benefits/forms/>