

STEP-BY-STEP GUIDE

How to Use your GI Bill Benefits

Curious about training programs that require GI Bill eligibility but unsure if you still have the required benefits? Use this step-by-step guide to check your eligibility and determine if you have enough time left to pursue your desired course.

1

Check Your GI Bill Eligibility

Visit the [VA Benefits Portal](#) to check your GI Bill Statement of Benefits. Take a screenshot or save a printable version to send to your recruiter. If you have questions, contact the VA Education Hotline at 888-GIBILL-1 (888-442-4551) (Monday-Friday, 7am - 6pm CT).

2

Apply for VA Education Benefits

If this is your first time using your GI Bill, apply [here](#). If you have used your GI Bill before and are switching schools or programs, submit VA Form 22-1995 (Request for Change of Program or Place of Training).

3

Receive Your Certificate of Eligibility (COE)

Once your application is processed, the VA will mail you a Certificate of Eligibility (COE). You can also download it from your eBenefits account.

4

Send Your COE or GI Bill Statement of Benefits to Your Recruiter

Email your recruiter a copy of your COE or the screenshot of your Statement of Benefits.

5

Verify Your Enrollment (Post-9/11 GI Bill Only)

If using the Post-9/11 GI Bill, you must verify your enrollment monthly via text message or WAVE (Web Automated Verification of Enrollment).

Please complete these steps as soon as possible and let your recruiter know if you need any assistance!