



## Education Checklist

- Fill out VA Form 22-1990, “Application for VA Education Benefits.” Filling this form out now will save time later when you are ready to start using your GI Bill. Download the form from [http://www.vba.va.gov/pubs/forms/VBA-22\\_1990.pdf](http://www.vba.va.gov/pubs/forms/VBA-22_1990.pdf)
- Increase your GI Bill Benefit. IF you are eligible for the GI Bill, you may be able to increase your benefit by up to \$5,400 by making an additional \$600 contribution. But you must do it before you separate from active duty. Download DD Form 2366-1, at <http://www.dtic.mil/whs/directives/infomgt/forms/eforms/dd2366-1.pdf>
- Get a copy of your DD Form 2586, “Verification of Military Experience and Training” document. See your Transition Assistance Counselor or Education Office for assistance.
- If you decide to go back to school, take an academic entry exam before you leave the service, they are free to Service members on active duty only.
- Get a copy of your Official Military Education and Training Transcripts. Visit one of the following websites to learn how to request your official transcript:
  - Army:** To learn the Army/American Council on Education Registry Transcript System (AARTS), go to <http://aarts.army.mil>
  - Navy and Marine Corps:** To learn how to get the Sailor/Marine American Council on Education Registry Transcript (SMART) go to <http://www.navycollege.navy.mil>.
  - Air Force:** Air Force transcript information can be found at the following website: <http://www.au.af.mil/au/ccaf/>
  - Coast Guard:** Coast Guard transcript information can be found at the Coast Guard Institute website: <http://www.uscg.mil/hq/cgi/forms.html>
- Speak to your Education Services Officer or Navy College Representative for assistance before you leave the service.
- Contact the Veteran Affairs Vocational Rehabilitation and Employment Program if you have a service-connected disability. Learn more about this program at: <http://www.vba.va.gov/bln/vre/index.htm>

*Note: This checklist is intended to be a quick reference for planning your education. It is for informational purposes only and is not a replacement for the DD 2648 or DD 2648-1. Additionally, you need to check your eligibility for any benefit with the appropriate agency.*