

## Post 9/11 GI BILL, CHAPTER 33 – Transfer Applicant

- Complete the VA form [22-1995](#) (*black ink only*). Submit the application to the APSU Office of Veterans Affairs.
- Provide a copy of your Certificate of Eligibility from U.S. Department of Veterans Affairs to the APSU Office of Veterans Affairs.
- Provide a photocopy of your DD214 (*member 4 copy*)
- Proof of Additional College Fund, Montgomery GI Bill-Selected Reserves kicker (if applicable). These will be located in your enlistment contract.
- Read and Submit the [Certificate of Understanding](#) and the Post 9/11 GI Bill Statement of Understanding.
- Complete the APSU Office of Veterans Affairs' Post 9/11 GI Bill, Chapter 33 Online Orientation at <http://www.apsu.edu/vaoffice/orientation.htm>
- Must complete the [Certification Request Form](#) (CRF) once registered. If attending the APSU Center at Fort Campbell, you may complete the CRF as soon as the appropriate term's class schedule is published.
- Must obtain a [Prior Credit Evaluation](#) by an approved VA Academic Advisor
  - a. Undergraduates may have up to two terms to get the Prior Credit Evaluation (degree program outline) completed.
  - b. Graduate students must submit their Prior Credit Evaluation (Approved Graduate Program of Study that is submitted to the College of Graduate Studies) at the end of their first term.
- Return all documents to:
  - a. Main Campus – Ellington Building Room 135, **or**
  - b. Ft Campbell – Education Center, Room 137

Remember it may take the U.S. Department of Veterans Affairs up to 90 to 120 days to process an initial VA claim (application).

Good luck on your educational goals.

