



GATEWAY TECHNICAL COLLEGE

VA EDUCATION BENEFIT CHECKLIST

If you are a veteran, or a spouse/dependent of a veteran, that would like to apply for VA Education Benefits at Gateway Technical College, please use this checklist as a guide to ensure all required documents are submitted.

ALL STUDENTS APPLYING FOR VA EDUCATION BENEFITS AT GATEWAY TECHNICAL COLLEGE

1. If you are unsure of which VA education benefit you are eligible for, please contact the County Veteran Service Office (see VA Resources below). They will be able assist you with the application process and determine which benefit you are eligible for.
2. Once you know which VA education benefit you are eligible for, schedule an initial consultation with a Student Finance Specialist by calling 1-800-247-7122, emailing veterans@gtc.edu, or by visiting any Student Services Center (Racine, Kenosha, or Elkhorn). Use this checklist as a guide as to what documentation you need to bring to your appointment.
3. Complete your Gateway [VA-Education Benefit Request Form \(VA-EBRF\)](#) at least 2 business days prior to registering for classes every semester you would like to use benefits. You can access this form by going to: <https://www.gtc.edu/forms>. Login with your [MyGateway](#) username and password.
4. Veterans may be eligible to receive transfer credit for military training. Please submit your official military transcripts prior to starting classes.
 - a. Army/Navy/Marines/Coast Guard - <https://jst.doded.mil/smart/signIn.do>
 - b. Air Force - <https://www.airuniversity.af.edu/Barnes/CCAF/Display/Article/803247/>
5. Communication regarding your veteran education benefit(s) is done through your [Gateway student email](#). Please monitor this email for document requests, certification status, and important VA information. Side 2 of this document is not an all-inclusive list of documentation that *may be requested*.

Gateway Technical College Contacts

Student Finance Specialist:
1-800-247-7122
veterans@gtc.edu

Veteran Support Specialist:
Robert Swanson
262-564-2366
swansonr@gtc.edu

Veteran Support Specialist:
Edwardo Vargas III
262-619-6492
vargase@gtc.edu

County Veterans Service Office

Kenosha County Veterans Service Office
8600 Sheridan Rd. Suite 700
Kenosha, WI 53143
262-605-6690

Milwaukee County Veteran Service Office
6419 W. Greenfield Ave
West Allis, WI 53214
414-266-1234

Racine County Veterans Service Office
1717 Taylor Ave
Racine, WI 53403
262-638-6702

Walworth County Veterans Service Office
Walworth County Govt. Center
100 W. Walworth St.
262-741-4222



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GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by the VA is available at the official U.S. Government Website at <https://www.benefits.va.gov/gibill>.

Federal VA Education Benefits

Use this section if you are applying for Post-9/11 GI Bill® (Chapter 33), Veteran Readiness and Employment (Ch 31)(formerly Vocational Rehabilitation), Montgomery GI Bill Active Duty (Ch 30), Montgomery GI Bill Selected Reserve (Ch 1606), or Survivors & Dependents Assistance (Ch 35). (Note: All documents should be submitted to Gateway Technical College unless otherwise noted)

New Student – Needs to Apply for Federal VA Education Benefits

- Submit to the Department of Veterans Affairs** - Apply for VA education benefits by going to: www.vets.gov
- Submit [VA-Education Benefit Request Form](#) (VA-EBRF)
- Post 9/11 GI Bill (Ch 33) ONLY:** Certificate of Eligibility (COE) **OR** print off your Education Enrollment Status Entitlement Form online at: www.vets.gov
- Official military transcripts (see side 1 of this form for more information)

Transfer Student - Previously Used Federal VA Education Benefits at Another College

- Submit [VA-Education Benefit Request Form](#) (VA-EBRF)
- Change of Placement Form: VA Form 22-1995 if you are the veteran **OR** VA Form 22-5495 if you are a Dependent/Spouse of a Veteran (*not required for Veteran Readiness/Ch 31*)
- Post 9/11 GI Bill (Ch 33) ONLY:** Certificate of Eligibility (COE) **OR** print off your Education Enrollment Status Entitlement Form online at: www.vets.gov
- Official military transcripts (see side 1 of this form for more information)

Wisconsin GI Bill

(Note: All documents should be submitted to Gateway Technical College unless otherwise noted)

Veteran – Needs to Apply for the Wisconsin GI Bill

- Submit to the Wisconsin Department of Veterans Affairs (WDVA)** - Application for the WI GI Bill (WDVA 2030 form) by going to: <https://applications.dva.wisconsin.gov/myWisVets>
- Submit [VA-Education Benefit Request Form](#) (VA-EBRF)
- Submit Application for the WI GI Bill ([WDVA 2029](#) form)
- Submit “Certification for WI GI Bill Benefits and Residency for Tuition Purposes” (WDVA 2031 form) to Gateway upon receipt from the WDVA
- Veteran’s [Certificate of Release or Discharge from Active Duty](#) (DD-214)
- Official-military transcripts (see side 1 for more information)

Spouse or Dependent of a Veteran – Needs to Apply for the Wisconsin GI Bill

- Submit to the Wisconsin Department of Veterans Affairs (WDVA)** - Application for the WI GI Bill (WDVA 2030 form) by going to: <https://applications.dva.wisconsin.gov/myWisVets>
- Submit [VA-Education Benefit Request Form](#) (VA-EBRF)
- Application for Wisconsin G.I. Bill ([WDVA 2029](#) Form)
- Submit “Certification for Wisconsin GI Bill Benefits and Residency for Tuition Purposes” (WDVA 2031 form) to Gateway upon receipt from WDVA
- Veteran’s [Certificate of Release or Discharge from Active Duty](#) (DD-214)
- Birth Certificate (dependent of a Veteran)
- Marriage Certificate (spouse of a Veteran)
- Copy of government issued photo ID (spouse of a veteran)
- Copy of most recently filed Federal Tax Return (unremarried surviving spouse of a veteran)