**Vocational Rehab - Chapter 31 Checklist**

This checklist assumes that you have applied for and been approved for benefits under CH31 Vocational Rehabilitation and Employment

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 Vocational Rehabilitation 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/ctveteranswaiver/ 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/