


Veteran Benefits Checklist

 **Prairie State College**
202 S. Halsted Street
Chicago Heights, IL 60411-8226

- Complete the Admissions process first.
 - Complete and submit your **Admissions Application**.
 - Take the **Compass Exam**. Contact Advising at (708) 709-3506 for assistance.
 - If you have official copies of your transcripts that show the last level of courses completed in English, Math, and Reading, you can take them to Advising for course selection to possibly avoid taking the Compass Exam.
 - Pick up test results and meet with an Academic Advisor to register for courses.
- If you are a Transfer Student, have **official copies of all previous transcripts**. Submit a Program Evaluation Form to the Enrollment Services Office to have previous credits evaluated.
- Once Registration is complete, obtain two (2) copies of your class schedule and meet with your VA Advisor in the Financial Aid Office, Room 1359. Our phone number is (708) 709-3562.
- Complete Veteran Documents.
 - If you have never applied for VA benefits before, submit an application: **VA Form 22-1990** (Application for VA Educational Benefits) or **VA Form 22-5490** (Application for Survivors' and Dependents' Educational Assistance).
 - If you have previously used your benefits, you must submit a **VA Form 22-1995** (Change of Place/Training Form) or **VA Form 22-5495** (Change of Place/Training Form for Dependents).
 - Veterans who were Illinois residents within six (6) months of entering Armed Forces and established residency in Illinois within six (6) months of separation from Armed Forces must complete the appropriate state documents (IVG, ING, or MIA/POW Applications).
 - **See reverse side for required documents needed to apply.**
- Apply for Financial Aid.
 - Complete the **Free Application for Federal Student Aid (FAFSA)** with **PSC School Code (001640)** as School Choice at www.Fafsa.Ed.Gov.
 - Two weeks after submission online, bring in required documents to complete the FAFSA process.
 - **See reverse side for required documents needed to apply.**

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Documents Needed to Apply for Military Benefits:

1. Member-4 copy of their **DD-214** (Certificate of Release or Discharge from Active Duty) for each period of service.
2. **DD-2384** (Notice of Basic Eligibility [NOBE]) from the Education Officer at their unit (National Guard and Reservist only).
3. Marriage certificate, birth certificates, adoption decrees, guardianship papers, and/or proof of the applicant's physical, mental or developmental disability. Verification of the federal 100 percent service-connected disability rating or, if the veteran is deceased, verification from the federal Department of Veterans Affairs that the veteran's death is service-connected, or verification that the veteran has been determined by Congress to be an MIA/POW. (Dependents and spouses of Service-Connected Disabled Veterans).

Documents Needed to Apply for Financial Aid:

1. PSC Financial Aid Application:
 - a. Obtained in the Financial Aid Office two weeks after online submission.
2. PSC Verification Worksheet:
 - a. Obtained in the Financial Aid Office two weeks after online submission.
3. Student High School Transcript or Diploma or G.E.D.
4. Financial Documentation (spouse information is needed if you are married):
 - a. Previous years' Federal 1040's Entire Tax Return (all attachments, schedules, and W-2s). If you are attending during the 2009-2010 school year, you would provide your 2008 Federal Tax Return.
 - b. Records of untaxed income such as Social Security Benefits, TANF, Veteran Benefits, savings, investments, business and farm assets for all household members.
 - c. Alimony or Child Support Received or Paid during year of 2008.
 - d. Or any documentation that adds or removes funds from your household.

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