Required Documents for VA File

It is the student's responsibility to submit **ALL** of the following documents to the VA School Certifying Official (SCO), located upstairs in the Charles C. Matthews Foundation Student Center, Office #2204.

Certificate of Eligibility

Request your **Certificate of Eligibility (COE)** at http://www.vets.gov.
Do this <u>NOW</u>, as it takes about 4 weeks to receive.

DD-214
(member 4 copy)

Request your **DD 214** at http://vetrecs.archives.gov/.
A new one is not required. You may bring in a copy of one you currently have.

Official Military Transcripts

<u>ALL</u> Veterans <u>MUST</u> provide their <u>Official</u> Military Transcripts. *(This will be sent electronically to the Panola College Registrar.)*

Army, Coast Guard, **Marine Corps**, **Navy** (Joint Services Transcript):
https://jst.doded.mil/smart/dodMandatoryBannerForm/submit.do

*If you are having trouble accessing Military Transcripts, please email the jst@doded.mil with first name, last name and the last four digits of SSN # so JST can research each issue.

Air Force (CCAF Transcript):
https://augateway.maxwell.af.mil/ccaf/stu_svcs/transcriptrequest/index.asp

VA Enrollment Certification Request

In order to have your classes certified with the VA and receive your Veterans Education Benefits, **ALL** students **MUST** complete & return this form to the SCO **EACH** semester.

Dependents

Need Certificate of Eligibility, Copy of your Birth Certificate or Marriage License, Copy of the Veteran's DD-214.