



## Chapter 31: Veterans Readiness & Employment (VR&E) Graduate Student Checklist

All items listed below are required to process your benefits. Failure to complete the items listed below may result in processing delays.

Submit all required documents to <http://veterans.auburn.edu/required-documents/>. All students are **REQUIRED** to turn in the following documents:

### 1. Certificate of Eligibility (COE)

- This COE is proof that the student is eligible for CH31 Veteran Readiness & Employment (VR&E)
- If you have used CH33 Post 9/11 previously:
  - VA FORM 28-1900
  - The form can be completed online at [www.vets.gov](http://www.vets.gov)
- If you have never used CH33 Post 9/11 or CH31 previously:
  - VA FORM 28-1900
  - The form can be completed online at [www.vets.gov](http://www.vets.gov)
- P.O. from your VR&E Counselor is your COE
  - Once approved, the P.O. is sent to AU from your VR&E counselor through Tungsten

### 2. Statement of Understanding (SOU)

- 7 page document located on <http://veterans.auburn.edu/required-documents/>
- States that you understand how your benefit works
- Sign and return the top page only

### 3. Student Info Sheet

- 1 page document located on <http://veterans.auburn.edu/required-documents/>

### 4. Academic Advisor Letter with Plan of Study

- Form completed after student meets with Graduate Degree Coordinator
- Academic Advisor Letter
  - 1 page document located on <http://veterans.auburn.edu/required-documents/>
  - Must be signed by the Graduate Degree Coordinator
- Curriculum Sheet
  - List of required classes for your specific degree
  - Must be signed by the Graduate Degree Coordinator
- Class Approval by Graduate Degree Coordinator
  - Via Banner or
  - Printed schedule with “YES” or “NO” next to each class, dated and signed by Graduate Degree Coordinator