



Chapter 30: MGIB & Chapter 1606: MGIB-SR Undergraduate 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 benefits
- Applying for benefits for the first time:
 - VA FORM 22-1990
 - The form can be completed online at www.vets.gov
 - Proof of submission is required (i.e. submission confirmation number).
- Used benefits previously at another school:
 - VA FORM 22-1995
 - This form is called a “Change of Program or Place of Training”
 - The form can be completed online at www.vets.gov
 - Proof of submission is required (i.e. submission confirmation number).
- If you are a current drilling National Guard or Reservist Service Member
 - NOBE: Notice of Basic Eligibility
 - This form is provided to you by your respective unit

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 Curriculum Sheet

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