

# Veterans Education Benefits Program Fact Sheet

## Have you served in the U.S. Armed Forces?

If so, then you may be eligible to receive supplemental pay for your hours of basic and on-the-job (OJT) training that are certified as "required as a condition of employment" with Customs and Border Protection (CBP). *Training curriculums currently approved are OBP Agents, CBP Officers, CBP Agriculture Specialists and CBP Air Interdiction Agents.* 

### Do you know your Eligibility Status?

To check your eligibility you may contact the Department of Veterans Affairs by calling 1-888-GI-Bill-1 (1-888-442-4551).

### How to Apply for VA Benefits?

**Step 1:** Complete your VA Form 22-1990 or 22-1995 - Application for VA Education Benefits/Request for Change of Program or Place of Training. Mail the completed application to your VA Regional Processing Office for the region of your training facility's address below.

To obtain a copy of the VA Form 22-1990 or 22-1995, please visit <u>http://www.va.gov/vaforms</u> or contact your local Regional Office below to have a form mailed to you.

Eastern Region: VA Regional Office P.O. Box 4616 Buffalo, NY 14240-4616 1-800-827-1000

Western Region: VA Regional Office P.O. Box 8888 Muskogee, OK 74402-8888 1-800-827-1000 **Central Region:** VA Regional Office P.O. Box 66830 St. Louis, MO 63166-6830 1-800-827-1000

#### **Southern Region:**

VA Regional Office P.O. Box 100022 Decatur, GA 30031-7022 1-800-827-1000

**Step 2:** When you enter on duty, as part of your orientation inform your certifying official/training officer/coordinator that you have applied for VA Education Benefits.

**Step 3:** Wait for VA to process your application and notify you of its decision concerning your eligibility for education benefits.

### Where can you get more Information?

If you have questions about the status of your claim, general benefit information, or need assistance filling out your education benefit form, please contact the VA at 1-888-442-4551 to speak with a Case Manager or visit <u>http://www.gibill.va.gov</u>.



# **Processing VA Benefits**

## Who is responsible for Certifying VA Benefits?

Certifying a veteran's enrollment is the responsibility of the field/sector offices. The Designated Certifying Official (s) and or his/her designee are responsible for the following:

Upon receiving the Certificate of Eligibility for trainees, certifying officials should:

- Complete the Enrollment Certification Form (VA Form 22-1999)
- Complete the Training Agreement (VA Form 22-8864)
- Submit the Certificate of Eligibility and both forms to the VA Education Regional Processing Office within your jurisdiction below:

#### **Eastern Region:**

VA Regional Office P.O. Box 4616 Buffalo, NY 14240-4616 1-800-827-1000

### Western Region:

VA Regional Office P.O. Box 8888 Muskogee, OK 74402-8888 1-800-827-1000

### **Central Region:**

VA Regional Office P.O. Box 66830 St. Louis, MO 63166-6830 1-800-827-1000

### **Southern Region:**

VA Regional Office P.O. Box 100022 Decatur, GA 30031-7022 1-800-827-1000

• The certifying official should maintain a file for each veteran trainee including the following:

Certificate of Eligibility, The Enrollment Certificate (22-1999), Change in Status Form (22-1999b) if necessary, Training Agreement, and Monthly Certificate (22-6553d).

- On a monthly basis, thereafter the certifying official will complete VA Form 22-6553d to confirm training hours and report the information to VA for payment to be disbursed.
- The certifying official is also responsible for promptly notifying the VA of a veteran's completion of the OJT training program/change in status.

For more information regarding the certification of a claim, please visit the VA website at <u>http://www.gibill.va.gov</u> or call 1-888-GI-B1LL 1.