Veteran Benefit Certification Request Form Steps

1. Go to inside.cod.edu. Enter your COD username and password.

College of DuPage

Sign in with your COD login credentials to access the portal and other systems.

Example: smithj4258

Password

Sign in

Password Assistance - <u>Students</u> | <u>COD Staff</u> Technical Assistance - <u>Contact IT</u>

To protect your login credentials, when completed with your web session, first log-off the system/app and then close all browser windows.

System maintenance is performed between 2:00am - 6:00am daily. Please DO NOT log in during this period.

2. Locate myACCESS.



3. Select *Miscellaneous*, then select 'Veteran Benefit Certification Request'

myACCESS	Starfish	Help					
> CONTINUING EDUC	ATION CLASSES	-					
V MYACCESS							
User Account			myACCESS	Starfish	Help		
Academic Profil	e						
Financial Aid					•		
Communication			< MYACCESS				
Guided Self Placement							
Student Planning			Miscellaneous				
Registration			Submit My Vax Info				
Student Payment Information			Student Forms				
Miscellaneous				·			
Health Careers Applications			Veteran Benef	it Certification Request			

4. The Veteran Benefit Certification Request Form will launch. Select the semester and all benefits that you are eligible and intend to use for the current semester. Click submit at the bottom of the page.

myACCESS Menu	▼ myACCESS
	Veteran Benefit Certification Request ×
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Miscellaneous	This information must be entered each semester after you register for classes. A copy of your Certificate of Fligibility must be on file with our Veteran
Submit My Vax Info	Services office in order to process your certification request. Once you have turned in all necessary documents, we will process your file within 10-15 business days.
Student Forms	Name: COD Student ID#:
Veteran Benefit Certification Request	
	Please complete steps 1 through 4 below.
	1) If you have registered for courses, please select the term for which you are requesting benefits.
	v
	2) Please indicate the educational benefits you wish to use this semester.
	Federal VA Benefits (select one or none from this category)
	Chapter 33 - Post 9/11 GI Bill
	Chapter 30 - Montgomery GI Bill
	Chapter 31 - Vocational Rehabilitation
	Chapter 1606 - Selected Reserve GI Bill
	Chapter 35 - Dependent Ed. Assistance
	Chapter 1607 - REAP
	Other Benefits (select one or none from this category)
	Military Tuition Assistance, Air Force
	Military Tuition Assistance, Army
	Military Tuition Assistance, Marine Corps
	Military Tuition Assistance, Navy
	MyCAA

5. Next, select the degree or certificate program. If you need to change the primary program or add a secondary program, you can do so here. If you are pursing two programs at the same time - an explanation is required describing how the primary and secondary programs of study lead to a single career goal in the question 1e.

Use the drop downs next to the name of each course to indicate the benefit(s) to be processed.

ANUF.AAS.MET	Manufacturing Eng	pineering Technology Degree	This is my primary p	rogram This is	my secondary program			
c. If your prim	arv program doe	is not appear above, pleas	se select your primary p	program				
e. ii jeer piin		and appendix and a provide the second s		*				
d. If you have	a secondary pro	gram and it does not app	ear above, please selec	ct your secondary	program.			
				•				
e. If you have	a secondary pro	gram, both programs mus	st lead to a singular care	eer goal. What is y	your career goal?			
2) Complete th	at all courses m	ust be applicable to the d	egree or certificate prog	aram you listed a	Courses that are no	at applicable	cannot be certifi	ied for be
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The final page will allow you to review before submitting. Click *submit* at the bottom.

A copy of the form will be sent to your @dupage email and to Veterans Services for processing.

If you have questions or need assistance, please contact Veterans Services at (630) 942-3814 or <u>veterans@cod.edu</u>