



2025-2026 VA Educational Benefits Checklist

FIRST STEP

1. Complete NCTC Admissions Application – (Undergraduate Two-Year) @ applytexas.org
2. Complete 2025-2026 financial aid application @ [FAFSA](https://fafsa.gov)®
3. Apply for benefits @ [VA](https://va.gov) – to receive a Certificate of Eligibility (COE)
 - Application/Eligibility questions please contact VA GI Bill® Hotline @ 1-888-442-4551

SECOND STEP

1. Submit your VA Certificate of Eligibility COE via email or in person.
2. Complete and submit NCTC VA forms (student information, transcript evaluation, veteran agreement).
3. Submit ALL [college transcripts](#), including your military transcript to Admissions Office.
 - Submit DD-214 form to waive Texas Success Initiative Assessment 2 (TSIA2). Students who were honorably discharged, released, or retired from active duty as a member of the U.S. armed forces, the Texas National Guard, on or after August 1, 1990.
4. Meet with an [Academic Advisor](#) to register for classes.
5. Once enrolled send an email to finaid@nctc.edu so the NCTC School VA Certifying Official can notify VA of your enrollment. This must be done for each term you enroll.
6. School VA Certifying Official will notify VA of your enrollment.

NOTES

- If using **Chapter 33 – Post 9/11**® at less than 100% student may be eligible for [Texas Hazlewood Exemption](#).
- If using **Chapter 31 – Veterans Readiness & Employment Benefits**, have VR&E Counselor submit Approval Invoice through Tungsten e-Invoice Network.
- If using **Chapter 35 – Dependents Educational Assistance** for the first time, submit veteran's DD214 to school.
- If using **Chapter 35 – Dependents Educational Assistance** – student may be eligible for [Texas Hazlewood Exemption](#).

THIRD STEP

Verify school enrollment at the end of each month in order to receive Monthly Allowance for Housing. VA sends MAH/BAH stipends the first of each month for the prior month's attendance.

FOURTH STEP

During this time, students may still receive payment reminders from the Business Office, feel free to contact School VA Office at finaid@nctc.edu if you have questions about balances due.

Reminder: VA pays most school charges, but there are charges they will not pay.

North Central Texas College
Office of Financial Aid
Phone: 940-668-7731 x4242

Text: 940-353-0053

Email: finaid@nctc.edu

Webpage: nctc.edu/financial-aid