



For **NEW** VA
Students



Because the Police Academy is a short term program and military educational benefits usually take several weeks to process, it is very important that you start the process early. Walters State permits eligible veterans and dependents of veterans to sign a **Tuition and Fee deferment form** that will allow you to defer paying tuition and fees upfront while waiting for your benefits. However, this is only after the student has been **certified**.

Applying for VA Educational Benefits

Complete the veteran's online application at: <https://www.vets.gov>

Select "**Education Benefits**". The submission of your application will result in the issuance of a **Certificate of Eligibility** by the U.S. Dept. of Veterans Affairs. It will be sent to you by mail and takes about 30 days to receive. If you have questions or need assistance completing the application, contact the VA Education Call Center at 1-888-442-4551.

Note: Since you may be eligible for more than one program, be sure and review the "*Compare GI Bill Benefits*" option before you make your program selection. The <https://www.benefits.va.gov/gibill/> website is an excellent source of veteran information, not only for education benefits but for other veteran's benefits that you may be eligible. You are encouraged to become familiar with it so that you can make the best decision for you and your family.

Once you received your *Certificate of Eligibility* from the VA, call (423) 585-6896 and make an appointment to complete the certification process. The certification meeting will be conducted at that Morristown campus and will take about 30-45 minutes to complete.

The day of your appointment, you will need to bring:

- Certificate of Eligibility
- Copy of latest DD214 (member 4 copy)
- Notice of Benefit eligibility (NOBE) (Guard and Reservist applying for Tuition Assistance ONLY)
- Copy of Kicker Contract (if applicable)
- Copy of birth certificate (using dependent veteran benefits. Chapter 35 or 33 transferred benefits)

Applying for Tuition Assistance

Military Tuition Assistance is a benefit paid to eligible members of the Army, Navy, Marines, Air Force, and Coast Guard. Each service has its own criteria for eligibility, obligated service, application process and restrictions. This money is usually paid directly to the institution by the individual services. You must have a NOBE (Notice of Benefit Eligibility form DD Form 2384-1) in order for WS to certify your enrollment for Tuition Assistance. Contact the Education Specialist at your unit for this form.

WS School Certifying Official - Carol Powell (423) 585-6896