



DOANE UNIVERSITY

Welcome VA students,

Thank you for choosing Doane University to pursue your educational goals. Here are the items we need from you to start reporting your school attendance:

1. A copy of your Certificate of Eligibility (COE). After you apply to use your GI bill benefits at Doane University, the VA will send you a COE letter explaining your eligibility. A copy of your application can be a temporary substitute, but we will still need your COE. Instructions for how to apply with the VA to use your benefits at Doane University can be found below. *
2. Page two of this document with all fields completed. Instructions for how to complete form can be found on page three.
3. Submit Doane VA Student form and your COE to the Director of Veterans/Military Student Services.
 - a. Email to veterans@doane.edu
 - b. Drop off hard copy to front desk at Doane University.
 - c. Fax to the Director of Veterans/Military Student Services at 402.466.4228.

*** How to apply with VA to use your GI bill benefits at Doane University:**

Go to the VA website to complete the appropriate form to use your GI bill benefits. The information below will help you determine which form is right for you. The websites can be used to complete GI bill application:

www.ebenefits.va.gov

www.vets.gov

Original Application (When you have never used VA education benefits):

Form 1990 for Veterans
Form 5490 for dependents
Form 1990e for ToE (Transfer of Entitlement)

Request for Change of Program (when you are transferring benefits from one school to another):

Form 1995 for veterans and ToE (Transfer of Entitlement) students
Form 5495 for dependents

Questions? Contact veterans@doane.edu or at 402.466.4774 and ask for the Director of Veterans/Military Student Services.



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Doane VA Student Enrollment Notification

Please print legibly | Return this form to the Director of Veteran/Military Student Services along with your Certificate of Eligibility

Last name		First name	
Phone Number:		Last four digits of SSN:	
Street Address		City, State	Zip Code
E-mail address:			
Please select one: <input type="checkbox"/> Bachelor <input type="checkbox"/> Master <input type="checkbox"/> Doctorate <input type="checkbox"/> Transfer Credit <input type="checkbox"/> Non-Degree (pre-requisites)			
Academic Program / Major:			
Main Campus Location: <input type="checkbox"/> Grand Island <input type="checkbox"/> Lincoln <input type="checkbox"/> Omaha <input type="checkbox"/> Online			
Which VA benefit do you plan to use? (select one) <input type="checkbox"/> Post-9/11 GI Bill (Chapter 33) <input type="checkbox"/> Montgomery GI Bill – Active Duty (Chapter 30) <input type="checkbox"/> Montgomery GI Bill – Selected Reserves (Chapter 1606) <input type="checkbox"/> Dependents and Survivors Educational Assistance (Chapter 35) <input type="checkbox"/> Vocational Rehabilitation (Chapter 31) <input type="checkbox"/> I do not plan to use military benefits at Doane University			
Is this a Transfer of Entitlement (TOE): <input type="checkbox"/> Yes <input type="checkbox"/> No			
Note: Please submit a copy of your Certificate of Eligibility to veterans@doane.edu Exception: If you are using CH 31 benefits, we do not need your Certificate of Eligibility.			
Have you previously used VA education benefits? (circle one) <input type="checkbox"/> Yes <input type="checkbox"/> No How long ago?			
Will you receive Federal Tuition Assistance (FTA)? <input type="checkbox"/> Yes <input type="checkbox"/> No		Which Branch?	
Will you receive State Tuition Assistance (STA)? <input type="checkbox"/> Yes <input type="checkbox"/> No		Which Branch?	
Important: If you receive tuition assistance you are required to submit your tuition assistance forms every term when you register for classes. Please initial here to acknowledge that requirement:			
Check all that apply:		ROTC applicant <input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> I am a veteran		Branch of the Service you served in or are affiliated with:	
<input type="checkbox"/> I am Active Duty			
<input type="checkbox"/> I am a Reservist/National Guard member			
<input type="checkbox"/> I am a dependent/spouse			
What month/year do you anticipate starting classes?			
Student Signature		Date	

Please submit form to veterans@doane.edu



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Instructions for filling out Doane VA Student Enrollment Notification

Please fill out form to best of your ability. If you have questions, please contact the Director of Veterans/Military Student Services at (402) 467-9070 or email veterans@doane.edu.

Section 1

- Complete section with most current information.

Section 2

- Please select only one. If you plan on getting more than degree, please select which one the benefit will mainly cover.
- **Transfer Credit** – for students who will transfer completed credits from Doane University to another Institution.
- **Non-degree** – for students who will take prerequisite courses required to be enrolled in a program at another Institution.
- Plan in taking both ground and online courses, only select ground location.

Section 3

- Please select the VA benefit that will be utilized while at Doane University.
- If your benefit was transferred to you, please mark 'Yes' on Transfer of Entitlement.
- If it has been over one year since you last used GI Bill benefit, please go to www.vets.gov and update.
- If you are using military tuition assistance, please list military branch. It is the student's responsibility to provide school with approved authorization form.

Section 4

- If you are signing up to use the ROTC program, be advised that some GI Bill benefits cannot be used at the same time as ROTC.
- If you served in more than one military branch, list most recent.
- Providing DD214 is requested but not required.

Please supply a copy of Certificate of Eligibility to Director of Veterans/Military Student Services at veterans@doane.edu.