



CHAPTER 35—Survivor and Dependent Educational Benefits

Initial Application

- Complete VA form 22-5490
- PLEASE READ THE APPLICATION CAREFULLY AND ANSWER IN FULL. The application is available at <http://www.gibill.va.gov/>. **Turn a copy of the completed form in to the Office of Financial Aid.**
- A meeting with a financial aid advisor will be necessary as part of your initial application process.

Certification

- The Office of Financial Aid will submit your enrollment certification to the VA after you are registered for each semester and complete Form 22-5490 is on file with our office.
- Enrollment certification is done automatically for each subsequent semester you register for classes.

Prior Credit Evaluation

If you have previously attended any other colleges

- You must have academic transcripts submitted to the Parkland Office of Admissions and Records so that previous credit can be evaluated—no exceptions.
- The transcript must come directly from the previous institution. It cannot be hand carried by you.

Enrollment Guidelines and Helpful Hints

- It may take up to twelve weeks to process your initial claim for benefits with the VA.
- When you apply for VA educational benefits, you must declare your educational goal in the form of a specific academic major.
- Parkland College academic counselors are available to you for personal discussion and advisement of our educational goals and course selection.
- The VA is prohibited from paying you for any courses in which you enroll that do not apply to the academic major you specified when applying for benefits.
- If you change your declared major, you must complete a Change of Program or Place of Training form (VA form 22-1995).
- If you withdraw from any classes, you can be charged with a financial “overpayment” retroactive to the Beginning of the semester. Before withdrawing from any classes, you should speak with a financial aid advisor.
- You cannot remain on academic probation longer than two consecutive terms without your enrollment certification being interrupted for “lack of satisfactory academic progress.” (See college catalog, “Veterans Affairs (VA): Policy on Satisfactory Academic Progress.”)
- You have the right to file a “Statement in Support Claim” (VA form 21-4138).
- It is your responsibility to inform the Office of Financial Aid in a timely manner of any changes in your address and Parkland College enrollment status.
- Never make assumptions when it comes to your academic program or VA benefits. If you have any questions about educational benefits, contact the Office of Financial Aid. If you have any academic questions, contact your academic advisor/counselor.

VA Contact Information

Federal Benefit Information
U. S. Department of Veterans Affairs
Regional Office
P. O. Box 66830
St. Louis, Missouri 63166-6830

Telephone: 1-888-442-4551

E-mail: go to www.gibill.va.gov, and click on “ask a question.”

2400 W. Bradley Avenue, A-170; Champaign, IL 61821-1899

E-mail: finaid@parkland.edu

Telephone: 217-351-2222 Fax: 217-373-3807