



## Center for Veterans and Military Families Enrollment Checklist

Please contact [RMU Admissions](#) if you have not yet applied for admission

### VETERAN or SERVICE MEMBER USING POST 911 BENEFITS

- Has not used VA educational benefits- [VA form 22-1990](#) (found under “how to apply”)
- [Apply for FAFSA](#) through RMU Financial Aid
- [Submit joint service transcripts](#) to Admissions Counselor
- Submit your COE (certificate of eligibility) or Benefits Statement to CVMF
- [Complete SET waiver](#), submit to CVMF (undergrad students only, form found under “important resources”)
- Submit DD Form 214 or orders with SET waiver to CVMF (undergrad students only)
- Register for student [va.gov account](#) (you will manage your VA educational benefits through this account)
- Review your [monthly attendance verification obligation](#)
- Submit [enrollment verification \(EV\)](#) form (required for RMU certification and can be found under “important resources”)
- Register for CVMF Orientation (CVMF will send an invite)
- Review the [CVMF webpage](#) important resources and FAQs
- Check [RMU health insurance](#) (you have to opt out of RMU insurance if you do not wish to receive it)
- Once enrolled download the RMU app
- Follow the CVMF on Facebook, Instagram and/or Twitter for Center updates and news

### DEPENDENT THAT RECEIVED TRANSFERRED POST 911 BENEFITS

- Has not used VA educational benefits- [VA form 22-1990](#) (found under “how to apply”)
- [Apply for FAFSA](#) through RMU Financial Aid
- Submit your COE (certificate of eligibility) or DOD authorization letter from veteran to CVMF
- Register for student [va.gov account](#) (you will manage your VA educational benefits through this account)
- Review your [monthly attendance verification obligation](#)
- Submit [enrollment verification \(EV\)](#) form (required for RMU certification and can be found under “important resources”)
- Register for CVMF Orientation (CVMF will send an invite)
- Review the [CVMF webpage](#) important resources and FAQs
- Check [RMU health insurance](#) (you have to opt out of RMU insurance if you do not wish to receive it)
- Once enrolled download the RMU app
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## DEPENDENT (CHAPTER 35- DEA BENEFIT)

- Has not used VA educational benefits- [VA form 22-5490](#) (found under “how to apply”)
- Has used VA educational benefits- [VA form 22-5495](#) (found under “how to apply”)
- [Apply for FAFSA](#) through RMU Financial Aid
- Submit your COE (certificate of eligibility) to CVMF
- Register for student [va.gov account](#) (you will manage your VA educational benefits through this account)
- Submit [enrollment verification \(EV\)](#) form (required for RMU certification and can be found under “important resources”) and include the veteran’s SS#, the VA requires RMU to submit the veteran SS# into the VA system to process DEA benefits
- Register for CVMF Orientation (CVMF will send an invite)
- Review the [CVMF webpage](#) important resources and FAQs
- Check [RMU health insurance](#) (you have to opt out of RMU insurance if you do not wish to receive it)
- Once enrolled download the RMU app
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## FRY SCHOLARSHIP RECIPIENT

- Apply using [VA form 22-5490](#)
- [Apply for FAFSA](#) through RMU Financial Aid
- Register for student [va.gov account](#) (you will manage your VA educational benefits through this account)
- Submit your COE (certificate of eligibility) to CVMF
- Submit [enrollment verification \(EV\)](#) form (required for RMU certification and can be found under “important resources”)
- Register for CVMF Orientation (CVMF will send an invite)
- Review the [CVMF webpage](#) important resources and FAQs
- Check [RMU health insurance](#) (you have to opt out of RMU insurance if you do not wish to receive it)
- Once enrolled download the RMU app
- Follow the CVMF on Facebook, Instagram and/or Twitter for Center updates and news

## GUARD/RESERVE- not all boxes may apply to you, please read carefully

- Has not used VA educational benefits- [VA form 22-1990](#) (found under “how to apply”)
- Notify CVMF if using tuition assistance (details in the below TA box)
- [CCAF students](#) review GEM program
- [Apply for FAFSA](#) through RMU Financial Aid
- [Submit joint service transcripts](#) to Admissions Counselor
- Submit your COE (certificate of eligibility) to CVMF if using VA educational benefits
- [Complete SET waiver](#), submit to CVMF (undergrad students only, form found under “important resources”)
- Submit DD form 2384 (NOBE) with SET waiver to CVMF (undergrad students only)
- Register for student [va.gov account](#) (you will manage your VA educational benefits through this account)
- Submit [enrollment verification \(EV\)](#) form if using benefits (required for RMU certification and can be found under “important resources”) and check if using [EAP](#)
- Review [WAVE user guide](#) (you must verify your attendance monthly)

- Register for CVMF Orientation (CVMF will send an invite)
- Review the [CVMF webpage](#) important resources and FAQs
- Check [RMU health insurance](#) (you have to opt out of RMU insurance if you do not wish to receive it)
- Once enrolled download the RMU app
- Follow the CVMF on Facebook, Instagram and/or Twitter for Center updates and news

## Tuition Assistance (TA)

- TA can assist in paying for your tuition. TA is approved and administered by your service base. Please start by contacting your base education officer.
- TA pays out \$250 per credit towards your tuition. TA will not cover your full tuition cost at RMU and you will be left with an out of pocket cost. Please refer to [RMU's tuition rates](#) to calculate your total cost of attendance.
- Links for TA information per branch:
  - [Army](#) (enter Tuition Assistance in the search bar)
  - [Air Force](#) (enter Tuition Assistance in the search bar)
  - [Navy](#) (click on the red box on the right labeled Tuition Assistance/NCSPACE)
  - [Marines](#)
  - [Coast Guard](#)

- Once you have a completed RMU scheduled, please complete the [CVMF Tuition Assistance Form](#) (this is very important because it lets me know what courses for which you will be formally requesting therefore allowing me to put them in the portal prior to you requesting TA.)
- Request TA by connecting with your base Education Officer/Retention Officer
- Follow the directions for creating a profile in the respective TA platform per your branch of service (make sure the course title and course dates match with what is on your RMU schedule )
- Contact Jodi Hample with any questions or concerns, [hample@rmu.edu](mailto:hample@rmu.edu), 412-397-5498.

## RESOURCES

- [VA Educational Benefits explanations](#)
- [VR&E information](#)
- [Edith Nourse Rogers STEM Scholarship](#)
- [RMU Military Experience Credit](#)