YOUR FIRST TIME USING VA EDUCATION BENEFITS AT CSN
You must complete all steps. Not doing so can delay or prevent you from receiving your benefits.

STEP 1 – APPLY FOR VA EDUCATION BENEFITS CERTIFICATE OF ELIGIBILITY (COE) ONLINE at https://www.va.gov/education/how-to-apply/
To submit a claim for your education benefits to CSN VETS Center, you must have a COE or documents listed below

<table>
<thead>
<tr>
<th>Chapter</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 MGIB-AD</td>
<td>Confirmation page from online application (22-1990) and DD-214</td>
</tr>
<tr>
<td>31 Veteran Readiness &amp; Employment</td>
<td>Valid E-authorization from VR&amp;E Counselor</td>
</tr>
<tr>
<td>33 Post 9/11</td>
<td>Confirmation page from online application (22-1990) and DD-214</td>
</tr>
<tr>
<td>33 Transfer of Entitlement</td>
<td>Confirmation page from online application (22-1990E)</td>
</tr>
<tr>
<td>33 Fry Scholarship</td>
<td>Confirmation page from online application (22-5490)</td>
</tr>
<tr>
<td>1606 MGIB-SR</td>
<td>Confirmation page from online application (22-1990) and Notice of Basic Eligibility (NOBE) from Unit</td>
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</tbody>
</table>
| 35 Dependents Education Assistance | Spouse: Confirmation page from online application (22-5490), marriage certificate, veteran letter of disability  
Child: Confirmation page from online application (22-5490), birth certificate, veteran letter of disability  
Stepchild: Confirmation page from online application (22-5490), birth certificate, parent’s marriage certificate, and veteran letter of disability |
| Transfer Student – Used your VA Education Benefits at another school | Submit a Request to Change of Place of Training at www.va.gov  
Provide a copy of confirmation page (22-1995 or 22-5495) |

STEP 2 – COMPLETE ONLINE MILITARY AND VETERAN STUDENT APPLICATION FOR ADMISSION TO CSN AT https://www.csn.edu/admissions/military-and-veteran-students

STEP 3 – CONFIRM YOUR MAJOR AND THE CATALOG YEAR IS CORRECT BEFORE THE SEMESTER DEADLINE
For step-by-step instructions on how to declare your major, visit https://www.csn.edu/declaration-of-major-information  
Areas of Study and select programs are NOT approved for pursuit using VA benefits, please see page 2

STEP 4 – MEET WITH A VA ADVISOR TO GET A SIGNED DEGREE PLAN FOR YOUR MAJOR AT CSN
Call 702-651-5060 to schedule an appointment. VA Advisors cannot advise Health Program Students.  
This step is waived for students pursuing a health science program. Please proceed to STEP 5.

STEP 5 – ENROLL IN CLASSES (Instructions https://www.csn.edu/registration-information)
**Important: The VA will only accept classes required for your declared major in MyCSN** (see Step 3)  
VA WILL NOT pay for classes already satisfied with transfer/prior credits, or to retake a class you have already passed.  
**Chapter 33 Post 9/11 see next page for BAH Residency Requirement**

STEP 6 – COMPLETE OUR NEW STUDENT PACKET AND SUBMIT YOUR CLAIM TO THE CSN VETS CENTER
In Person: Bring proof of eligibility (see STEP 1) and complete a New Student Packet at Modular 11 on the West Charleston Campus.  
By Email: Email proof of eligibility (see STEP 1) and completed New Student Packet to csn.va@csn.edu
Our New Student Packet can be downloaded at https://www.csn.edu/_csnmedia/documents/vets-center/New-Student-Packet.pdf
VETS Center staff will verify completion of advising (waived for health science students) and course enrollment prior to accepting your claim for benefits.
After you have completed your claim with the VETS Center, the following items are important:

**STEP 7 – IF APPLICABLE, UPDATE YOUR RESIDENCY STATUS WITH THE OFFICE OF THE REGISTRAR**

Important: VA does not cover Non-Resident Tuition - for Nevada resident requirements visit [https://www.csn.edu/csn-residency-information](https://www.csn.edu/csn-residency-information)

To change status to Resident, complete Veteran Tuition Residency Form or Residency application. Submit to the Registrar BY DEADLINE.

**STEP 8 – IF APPLICABLE, SUBMIT TRANSCRIPTS FROM PRIOR COLLEGE CREDIT AND MILITARY TRAINING**

VA requires that CSN evaluates all earned credits, including military credits. Army, Navy, Marine Corps, and Coast Guard: [https://jst.doded.mil](https://jst.doded.mil)


Official transcripts from other colleges can be sent to
Office of the Registrar
College of Southern Nevada
6375 W. Charleston Blvd.
Las Vegas, NV 89146

**STEP 9 – IF APPLICABLE, MEET WITH HEALTH PROGRAMS ADVISING**

Health Programs students can submit their claim without meeting first with a Health Programs Advisor. The VETS Center recommends students pursuing these programs visit [https://www.csn.edu/health-sciences](https://www.csn.edu/health-sciences) for limited entry requirements, orientation, and advising information.

**Additional Information**

**Guest Students**

2. Provide concurrent enrollment form from parent school listing approved CSN classes and eligibility.
3. Register for approved courses listed on concurrent enrollment form.
5. Email your concurrent enrollment form and New Student Packet to the VETS Center at csn.va@csn.edu to request to use your benefits OR visit Modular 11 on the West Charleston campus with your concurrent enrollment form.

**Chapter 33 Resident Course Requirement**

Students using Chapter 33 must have at least one course in-person or hybrid to qualify for the resident rate of BAH during that term.

**Remedial Courses (All Chapters)**

Courses under 100-level, including MATH 20, 24, and 26, must be taken in-person to qualify for VA benefits (no hybrid or online).

**Programs Not Approved for VA Benefits**

Currently, the following programs are not approved for use of VA benefits at CSN:

- Areas of Study
  - Art & Design
  - Biological & Physical Sciences
  - Business
  - Computing & Engineering Technologies
  - Education
  - Health Sciences
  - Hospitality & Culinary Arts
  - Humanities & Communication
  - Industry, Manufacturing, Construction, & Transportation
  - Public Safety
  - Social & Behavioral Sciences

- All Skills Certificate programs
- All apprenticeship programs
- AAS – Aviation Technology – Professional Pilot
- CA – Private Pilot
- CA – Military Medic to LPN

**About VA Education Benefits**

[https://benefits.va.gov/gibill/docs/gibguideseries/chooseyoureducationbenefits.pdf](https://benefits.va.gov/gibill/docs/gibguideseries/chooseyoureducationbenefits.pdf)

[https://www.va.gov/education/about-gi-bill-benefits/](https://www.va.gov/education/about-gi-bill-benefits/)