



## CHECKLIST FOR VETERANS AFFAIRS EDUCATION BENEFITS

INTERNATIONAL AIR AND HOSPITALITY ACADEMY  
NORTHWEST RENEWABLE ENERGY INSTITUTE  
NORTHWEST CULINARY INSTITUTE

Have you ever served in the United States Military Services?

- Apply for Veterans Affairs (VA) Educational Benefits online at [www.gibill.va.gov](http://www.gibill.va.gov) Fill out the online application called VONAPP – Select Start VonAPP Process – hit continue button at the bottom right hand screen through three different screens. Create a new user ID and Password, fill out the application, ALWAYS put International Air and Hospitality Academy as the school name (for all programs), select Advance Pay, make sure to hit SUBMIT – and Print a copy!!
- Advance Pay** is available for first time enrollments or when starting back to school after a break in continuous enrollment. You must request advanced pay no less than 30 days and not more than 120 days prior to the start of the quarter. (**Note: Advanced pay is not guaranteed**)
- Notify and **bring the print out of the submitted VONAPP /Certification of Eligibility** – and a copy of your **DD214** to the International Air and Hospitality Academy's (IAHA) Financial Aid Office.
- IAHA staff member will then be able to **certify your enrollment** through VAONCE.
- You **MUST** contact the VA on or after the last day of every month to self-verify your enrollment status. All programs at all of the schools are full time. You may contact the VA at 1-877-823-2378 or online at <http://www.gibill.va.gov> to go to the WAVE (Web Automated Verification of Enrollment) link to verify your enrollment. If you have questions concerning your VA Self-Verification, contact the Financial Aid Staff at IAHA immediately!
- When starting your VA Educational Benefits for the first time, you can expect to see your first paycheck **8 to 12 weeks after certification**.
- The VA pays on a monthly rate. As long as you are continuously enrolled, you will be paid monthly.
- It is your responsibility to let IAHA Financial Aid Office know if you are a veteran that is withdrawing from your program immediately!** You must keep the Financial Aid Office at IAHA informed of your status of enrollment. Any changes you make without notifying the Veterans Affairs/Financial Aid Office can adversely affect your pay. You must notify the IAHA Financial Aid Office Whenever you withdraw, change your enrollment, change of address or phone numbers
- The VA offers part-time jobs to those receiving VA Educational Benefits and enrolled at  $\frac{3}{4}$  time or more. (All of our programs are full time) See a Veterans Affairs Office representative about the VA work-study program.