

# East Tennessee State University

## Veterans Enrollment Checklist

This document can be found on the ETSU Veterans Page: [www.etsu.edu/veterans](http://www.etsu.edu/veterans)

### Verify GI Bill Eligibility

- ☐ Apply for and verify GI Bill benefits with the Veterans Administration via the Veterans Online Application:
  - [Veteran Online Application \(VONAPP\)](#)
  - Provide a copy of this application (with confirmation number) to the Veterans Affairs Office
  - In approximately 4-6 weeks from filing the VONAPP, you will receive a Certificate of Eligibility (COE) from the VA that needs to be provided to the ETSU Veterans Affairs office.
  - You will also need to provide a copy of your DD-214 to the ETSU VA office.

### Admissions

- ☐ Apply for admission to East Tennessee State University which includes a \$25 fee:
  - [ETSU Admissions](#)
  - Once accepted, you must participate in an orientation
  - A placement or COMPUS test will be administered during orientation
  - Decide whether to live [on campus](#) or [off campus](#)
  - Follow up periodically to ensure you are admitted

### Transcripts Requests

- ☐ Request Military Transcript
  - [Army, Coast Guard, Marine Corps, or Navy](#)
  - [Air Force](#)
- ☐ High School Transcript (sealed) required
- ☐ All colleges attended Transcripts (sealed) required

### Financial Aid

- ☐ Many students may not need Financial Aid however, we recommend all students fill out the Federal Student Aid request (FAFSA) just in case any unforeseen expenses arise.
  - [ETSU Financial Aid Office](#)
  - [Federal Student Aid](#)

### ETSU Veterans Affairs Office will need:

- ☐ Copy of DD-214
- ☐ Certificate of Eligibility from the VA

**Call the Veterans Affairs Office at ETSU if you have additional questions or concerns:  
423 439 6819 or email us at: [VA@ETSU.EDU](mailto:VA@ETSU.EDU)**