



## Veteran Services Office

**Contact Us:**  
P: (972) 881-5760  
VRC@collin.edu

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### CHAPTER 35 – Dependents Educational Assistance (DEA) CHECKLIST

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Name: \_\_\_\_\_ CWID: \_\_\_\_\_

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#### **1ST TIME USING CHAPTER 35 (DEA) BENEFITS:**

- VA Form 22-5490** – <https://www.va.gov/education/apply-for-education-benefits/application/5490/introduction> (**Print Confirmation Page**)
  - Click on “Start your application without signing in” to complete the application
- VA Certificate of Eligibility (COE)** – (If submitting COE, VA Form 22-5490 is not needed)

**OR**

#### **PREVIOUSLY USED CHAPTER 35 (DEA) BENEFITS (AT ANOTHER SCHOOL):**

- VA Form 22-5495 (Change of Place of Training)** – <https://www.va.gov/education/apply-for-education-benefits/application/5495/introduction> (use Collin College, 2800 E. Spring Creek Parkway, Plano TX 75074 address) (**Print Confirmation Page**)
  - Click on “Start your application without signing in” to complete the application

#### **ADDITIONAL REQUIRED DOCUMENTS:**

- VAAP** – Collin College Veteran Application (Internal document)
- Degree Plan or Certificate Plan Request** (Internal document)
  - Programs listed in gray must have department approval turned in with the request form.
- Official Transcripts** – from **EACH** previously attended colleges, universities, trade schools and tech schools. This is a VA requirement regardless of the time of attendance or relevance of classes taken.
  - Send Official Transcripts:
    - Electronically: [transcripts@collin.edu](mailto:transcripts@collin.edu)
    - Mail: Collin College, Admissions and Records, PO Box 8001, McKinney TX 75069-8001
    - **All Official Transcripts must be received before certification is possible**