

# VA STUDENT BENEFITS PROCESS



## Process Checklist:

### Student Veteran

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- Apply for benefits if student has never used them before. For federal benefits visit [www.gibill.va.gov](http://www.gibill.va.gov). For state benefits, [www.isac.org](http://www.isac.org). For any questions regarding application process, contact [Blanca.Martinez@morton.edu](mailto:Blanca.Martinez@morton.edu).
- VA Student must visit [www.morton.edu](http://www.morton.edu) to find the Veterans Benefits form under aid for Veterans→Resources and Forms. The form is a fillable form.
- Schedule an appointment and submit completed VA form to academic advisor.
  - VA Students may email [advising@morton.edu](mailto:advising@morton.edu) to schedule an appointment.

### Academic Advising

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- Arrange a meeting to assist students with the completing the academic advisor section of the VA Form.
- Review and approve courses that are requirements for their selected degree.
- Attach EVAL and complete the academic advisor section of the VA form.
- Email completed VA form and EVAL to [blanca.martinez@morton.edu](mailto:blanca.martinez@morton.edu).

### Financial Aid Office

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- Once VA form is received, Blanca Martinez will review and process. Process can take 2-4 weeks. NOTE: Certifications to the VA will begin 30 days before courses start.
- Students will be emailed their status or may check their panther portal by accessing the Self-Service system at [www.morton.edu](http://www.morton.edu). Please follow the instructions below:
  1. Log into Panther Portal, then:
  2. Under “Self-Service Menu” select “Student.”
  3. Select “Financial Aid” followed by “Financial Aid – Am I Complete