

Chapter 1606 – “Montgomery GI Bill” (Guard/Reservist) Checklist

Updated: 3/10/23



Murray State University (MSU) Process

1. **Apply for admission at Murray State University:**
<https://www.murraystate.edu/admissions/apply.aspx>
 - Submit application:
 - **You are considered a TRANSFER Student.** You have earned credits during your military service on your Joint Service Transcripts.
 - Request that your previously attended colleges, if any, send official transcripts electronically to Transfer Center at msu.transfercenter@murraystate.edu
 - Go to <https://jst.doded.mil/official.html> to request a copy sent to MSU electronically. JST review **must** be completed upon the admission stage
2. **Receive your decision letter from Murray State:**
 - a. If accepted, look for an email with login information for your student myGate account. Log in at mygate.murraystate.edu
3. **Apply for Scholarships (Encouraged)**
 - a. <https://murraystate.edu/scholarships> or login to myGate and select the “Financial Aid/Scholarship” tab
4. **Complete FAFSA (Encouraged)**
<https://studentaid.ed.gov/sa/afsa>
5. **Attend Orientation**
 - a. To register and review available orientation dates visit <https://www.murraystate.edu/orientation/index.aspx>
6. **Apply for Campus Housing (If applicable)**

Veteran Affairs Benefit Process

1. **Apply for Chapter 1606 Benefits**
 - a. **Apply online at** <https://www.va.gov/education/about-gi-bill-benefits/montgomery-selected-reserve/>
 - b. For benefit questions, contact the VA at 1-888-442-4551
2. **Register at VA.gov Website**
 - a. Create Account at <https://www.va.gov/>
 - b. Track, monitor, and processing of VA benefits request
 - c. Upon receipt, provide a copy of your Certificate of Eligibility (COE) to MSU VA office to msu.va@murraystate.edu
3. **Certification Request Form (CRF)**
 - a. Submit the CRF **AFTER** you have registered for classes
 - b. **Must be completed each semester.** On myGate under the Academics tab, select Veteran Affairs window, and click on Certification Request Form **OR** email msu.va@murraystate.edu for the Certification Request Form link.
4. **If National Guard: (External of MSU)**
 - a. Submit your Guard State Tuition Form online by April 1st and October 1st. This process, benefit processing and deadlines fall under KY Guard.

NOTE

(If applicable) If you are applying for Campus Housing, visit <https://murraystate.edu/housing> OR myGate under the “Money” tab.

Questions? Additional Assistance Needed?

Contact the MSU Veteran & Military Student Success Office at (270) 809-3754 or msu.va@murraystate.edu