

# Chapter 31 – “Veteran Readiness & Employment” (Veteran) Checklist

Updated: 7/18/22



## 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](mailto: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](http://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 31 Benefits**
  - a. **Apply online at** <https://www.va.gov/careers-employment/vocational-rehabilitation/>
  - b. For benefit questions, contact the VA at 1-888-442-4551
2. **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](mailto:msu.va@murraystate.edu) for the Certification Request Form link.
3. **Request Your Vocational Rehabilitation Counselor to provide:**
  - a. Copy of your VA 22-1905
  - b. PO # to the MSU Office

### 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](mailto:msu.va@murraystate.edu)