

GI Bill Information for Students/Trainees

If attending the FAA Academy, you will receive credit for your training time in Oklahoma City but you will not be able to enroll in one of our VA-approved training programs until you arrive at your assigned facility. You will work with your manager or other certifying official at your facility to complete the necessary paperwork to enroll in one of the programs identified below.

Before arriving at your facility, please ensure you have already registered with the VA for your GI Bill benefits and have a copy of your Certificate of Eligibility available for your manager/certifying official.

APPLY FOR BENEFITS: First, any veteran wishing to receive GI Bill benefits through the VA, must first register with the VA. This can be completed in one of several ways:

- Submit application on the **ebenefits** website: <https://www.ebenefits.va.gov/ebenefits/apply>
- Call 1-800-MyVA411 (1-800-698-2411) and ask for an application to be mailed to you

CONTACT YOUR CERTIFYING OFFICIAL: Although the FAA Academy at Mike Monroney Aeronautical Center is established as a VA-approved training site for GI Bill Apprenticeship programs, this site is only intended to assist veterans who do not fully progress through their training. The only people who will be processed at the FAA Academy for GI Bill benefits are Air Traffic Control Specialist trainees who do not graduate and proceed to an FAA facility. Trainees who graduate from the FAA Academy will process all GI Bill enrollment actions upon arrival at the assigned facility. Once at your facility, you will work with your facility's certifying official(s) to complete a training agreement, enrollment, and monthly certification of training time.

ENTER VA-ACCREDITED TRAINING PROGRAM: There are two (2) VA-approved apprenticeship programs for Air Traffic Controllers in the FAA:

- **Air Traffic Controller – Terminal** This is an Apprenticeship training program
 - The Terminal program length is 4,160 – 5,378 hours (approximately 39 months)
- **Air Traffic Controller – Enroute** This is an Apprenticeship training program
 - The Enroute program length is 6,240-8,043 hours (approximately 54 months)

Important: The maximum program lengths cannot be extended. Once you reach certification, your enrollment must be terminated. If you are a controller and eventually transfer, you can re-enter training and receive benefits; however, your benefits will not return to the 100 percent level and program hours do not reset. Your benefits will restart at the same point where they ended at the previous location.

COMPLETE TRAINING AGREEMENT (VA Form 22-8864): You and your certifying official must complete a training agreement which covers the approved training outline and additional local training. NOTE: Your "Training Begin" date is the date you entered on duty (EOD). You and your certifying official will sign the form along with a copy of the approved training outline. Contact your certifying official if you have questions.

MANAGE YOUR DUTY TIME TO MAXIMIZE YOUR VA BENEFITS: You MUST attain 120 duty hours each month to maximize the benefit payment while enrolled in the GI Bill training program. Working less than 120 hours will result in reduced benefit payments which is the percentage result of actual hours divided by 120. The benefit payment does not increase for hours worked more than 120 hours in a month.

KEEP PERSONAL INFORMATION UP-TO-DATE WITH VA: Use the ebenefits website (www.ebenefits.va.gov) to update address, change in enrollment, initiate or change direct deposit information, view monthly benefit amount or remaining entitlement.

COMPLETE TRAINING PROGRAM AND EXIT THE PROGRAM: After you complete your training or reach the maximum allowed hours for the program, the facility certifying official must dis-enroll you from the program. If you have additional benefits remaining on your GI Bill, they may be used for other purposes such as higher education, for re-entering training as a result of a transfer, or other VA-approved reasons. Call the VA Education Benefits Hotline, 1-800-MyVA411 (1-800-698-2411), for more information.

If you have questions, please contact your certifying official. If your monthly training has been certified but you have not received payment by the following month, either you or your certifying official can contact the VA Education Benefits Hotline at 1-800-698-2411 for assistance, 7:00 a.m. to 7:00 p.m. (Central Time Zone).

If, after arriving at your assigned facility, you cannot determine who your certifying official is, contact the following point-of-contact in the FAA Air Traffic Organization:

<u>Name</u>	<u>Organization</u>	<u>Phone Number</u>	<u>Email address</u>
Mark A. Herrington	AJG-P23	314-813-3292	mark.a.herrington@faa.gov
Jason Carter	AJG-P21	541-515-1765	jason.carter01@faa.gov