

## Accessing Veterans' Benefits once your employer has been approved as a Veteran Training Facility for Apprenticeship

### STEP 1:

To access the GI Bill during registered apprentice training you will need to have a certifying official from your organization sign your application and maintain your work and training records. Please contact your Compliance Officer to learn if your organization is an approved Veteran Training Facility and who is the Certifying Official. You may find contact information for Compliance Officers at: [www.mass.gov/das](http://www.mass.gov/das) under "Our Team."

### STEP 2:

After you receive this information from your Compliance Officer please go to: [www.gibill.va.gov](http://www.gibill.va.gov) and apply for benefits for apprenticeship training by registering at the [eBenefits](#) link and filling out a 22-1990 eligibility form. Submitting this form will generate a Letter of Eligibility which will be sent to you. You will need this letter to register for apprenticeship training. If you require assistance in completing or accessing the 22-1990 please call: 1-888-442-4551. ***You should manage your benefits through the eBenefits website throughout your training.*** You must be in your first 3 years of the occupation that you want to train in order to qualify for GI Bill benefits through apprentice training.

### STEP 3:

When you have the Letter of Eligibility from the VA please contact a Compliance Officer near you to schedule an appointment to register for apprentice training. You will need the following when you meet with a Compliance Officer:

- Passport size photo for an ID
- Check for \$35 for an ID, made out to the Commonwealth of MA
- Letter of Eligibility, 22-1990
- Access to signature(s) from an existing or potential Certifying Official.