REQUEST TO TRANSFER EDUCATIONAL BENEFITS

Active Duty Personnel Portion

1. Using your CAC, myPay or DOD Self-Service accounts, log onto the milConnect web page at: https://milconnect.dmde.osd.mil/milconnect/

2. The new milConnect web page will have several links towards the top of the page, click on “Education”. A new frame within the page will load with the title “Transfer of Education Benefits” (TEB). The family members eligible for benefits under DEERS will be shown.

3. Using the arrows in the month’s column select the number of months you wish to transfer. Also, choose at a minimum the start date for each family member. Once you have made you selection, check all the boxes to indicate you have read and understand each statement on the transfer request page. Click the “Submit Request” button.

4. After you have submitted your request to transfer benefits, in the upper left corner of the TEB site you will see your name and see either “Request Approved or Submitted”.

5. To track the status of your request, you will have to return to the TEB page and monitor the status. After the request is approved, the status of your request will change to “Request Approved” and the date of status (approval) will be the date you submitted your request.

6. You will receive in the mail the official letter indicating the months of eligibility you have transferred. However, until then, print out the page showing “Request Approved” and give it to your family member who wishes to use the benefits.

Student’s Portion

7. DO NOT start this portion of the process until the transfer shows “Request Approved” as indicted in the above step.

8. You must now apply to use your transferred benefits and to request your Certificate of Eligibility (COE). The only way to apply is online at www.va.gov. The site will walk you through the process.

9. Follow the online instructions ensuring you answer all applicable questions and most importantly paying close attention to “DATE YOUR TRAINING STARTED OR WILL START.” You must enter the starting date of the college semester you wish to attend.

10. Finish the application following the instructions.

11. In approximately 45 days you will receive your COE, it is imperative that you bring this to any of our Center for Military and Veterans Education Veterans Affairs office. If you do not receive your COE in at least 50 days call the VA at 1-888-442-4551.

12. You do not need to wait for the COE to arrive, just bring in your approved request as indicated on step #6 to any of our Center for Military and Veterans Education Veterans Affairs offices.

Jun 20, 2019