

Request for Primary Institution Letter

In order for the VA to pay for courses taken at another institution, the Veteran Services Office must confirm that the courses taken at the other institution are required for the student's degree plan at Texas A&M University. Please **TYPE** the requested information below (handwritten forms will NOT be accepted).

Student must (1) complete all sections below, (2) have their academic advisor sign the form, verifying that courses will be applied to the degree plan, and (3) upload the completed form to the Financial Aid Portal (<https://howdy.tamu.edu>) or submit it to the Veteran Services Office via fax at 979-847-9061.

The Veteran Services Office does not accept documents with confidential information via email.

Student Information	
Student UIN	
Student First Name	
Student Middle Name	
Student Last Name	
Are you a Veteran, Active Duty, or Dependent?	
VA Chapter Benefit (1606, 30, 31, 33, or 35)	
Benefit Percentage (if Chapter 33)	
Student SSN	xxx-xx-
Veteran SSN (Ch.35 recipients only)	xxx-xx-
Academic Term (Fall, Spring, or Summer) and Year	
Academic Advisor Name (signature required)	
Degree Program/Major	
Other Institution's Information	
Name of Institution	
Student ID (at above institution)	
Name of VA Certifying Official at Institution	
Telephone Number	
Fax Number	
Email Address	
Course Name & Number at Other Institution	Equivalent Texas A&M Course Name & Number

Visit www.tccns.org to find equivalent course names and numbers.

By signing below, I confirm that the courses listed above will assist in the fulfillment of graduation requirements for the listed degree at Texas A&M University.

Signature of TAMU Academic Advisor

Academic Advisor email address

Date

Signature of TAMU Certifying Official

Printed Name of TAMU Certifying Official

Date