

GI BILL PROCEDURE

- The GI Bill can only be used for programs sponsored by the Division of Fire Standards and Training & Emergency Medical Services (NHFSTEMS), including Firefighter I, Firefighter II, and Recruit School programs.
- Students who fall under Chapter 30 of the GI Bill will be paid directly from the US Treasury.
- Students who fall under the Chapter 33 (post 9/11) part of the GI Bill will not be paid directly; instead, monies will go directly to NHFSTEMS.

STEP 1 – HOW TO APPLY

In order to apply for a class, the student must do the following:

1. Request a “**Certificate of Eligibility**” via the GI website (www.gibill.va.gov),
2. Submit a copy of the above certificate to NHFSTEMS prior to the start of class, and
3. Submit the [NHFSTEMS General Admission Application](#) when the course application window is open, noting on it that the GI Bill will be used. However, payment **MUST** be secured up front, and reimbursement will be made upon receipt of monies from the VA if a veteran falls under the Chapter 33 category.

STEP 2 – HOW TO PAY

- **Students responsible for payment** must submit tuition along with the application.
- **Fire departments who agree to be billed for student tuition** will be billed for the amount not covered by the GI Bill. Department sign-off on the application form is required.
NOTE: Once a class has begun and the fire department has been billed, NHFSTEMS is then no longer able to process a GI Bill request.

STEP 3 – COURSE SEATING PROCEDURE

Military affiliated applicants (currently affiliated with a NH Fire Dept.):

- NH affiliated applicants are given priority during the course seating procedure, provided prerequisites are met and applications are complete.
- Those who fall under this category will be seated on a first-come, first-serve basis the same as any other civilian NH affiliated applicant.

Military non-affiliated applicants (NOT currently affiliated with a NH Fire Dept.):

- NH non-affiliated applicants are automatically placed on a waitlist, provided prerequisites are met and applications are complete. Once the application window closes, spots that become available will be filled from the waitlist.
- Those who fall under this category will be placed on the waitlist on a first-come, first-serve basis the same as any other civilian NH non-affiliated applicant.
- How military applicants can achieve affiliated applicant status for seating and/or pricing:
 - * Requests must be made in writing and addressed to the Commissioner of Safety.
 - * Letters will be accepted in person, by mail/email, or by fax.

Email: Hayley.R.O'Brien@dos.nh.gov

Fax: 603-271-1091

Mailing address: NHFSTEMS

Attention: Hayley O'Brien

33 Hazen Drive

Concord, NH 03305

- * The Commissioner's decision to grant affiliated status will be based on the applicant's difficulty in obtaining affiliated status from a NH fire department due to military deployment and/or service.