



CH 35 DEA Payment Upfront Checklist

This is an optional guide to help keep you on track.



My Advisor's Contact Information:

Name: _____

Email: _____

Phone: _____

- ☐ I filled out the Request Info form on PM-ProLearn.com
- ☐ I heard back from my advisor and entered their info above
- ☐ I verified I have at least 2 months of CH 35 benefits
- ☐ I decided what course I'd like to attend using the "Upcoming Courses" menu at PM-ProLearn.com and provided my advisor with the course code
- ☐ I paid for my selected course and received my receipt
- ☐ I received my VBA-22-10272 form and filled out my information
- ☐ I submitted the form and receipt of the full course to the VA for reimbursement here: <https://www.va.gov/?next=%2Fmy-va%2F>
- ☐ I received reimbursement from the VA

Congrats on Beginning Your Journey!