

Veteran Documentation

1. Go to the US Department of Veterans Affairs website: <https://www.va.gov/>

2. Open the Quick List menu and click on eBenefits.

U.S. Department of Veterans Affairs

Get help from Veterans Crisis Line >

Search

MORE VA

FY 2019 BUDGET SUBMISSION

Budget in Brief Volumes 1-4 February 2018

Veterans Crisis Line | FY 2019 Budget Submission | Access and Quality | Schedule a VA Appointment

Health Care

VA operates the nation's largest integrated health care system, with more than 1,700 hospitals, clinics, community living centers, domiciliaries, readjustment counseling centers, and other facilities.

- ▶ Access Your Health Benefits
- ▶ Hospitals & Clinics
- ▶ Online Pharmacy
- ▶ Health Topics A-Z
- ▶ Affordable Care Act

Get Started

Benefits

VA administers a variety of benefits and services that provide financial and other forms of assistance to Servicemembers, Veterans, their dependents and survivors.

- ▶ Compensation
- ▶ Education & Training
- ▶ Home Loans
- ▶ Life Insurance
- ▶ Vocational Rehabilitation

Get Started

Burials & Memorials

VA operates 135 national cemeteries in the U.S. and Puerto Rico. Burial and memorial benefits are available for eligible service members, Veterans, and family members.

- ▶ Burial Benefits
- ▶ Schedule a Burial
- ▶ Headstones, Markers & Medallions
- ▶ Presidential Memorial Certificates
- ▶ Nationwide Gravesites Locator

Get Started

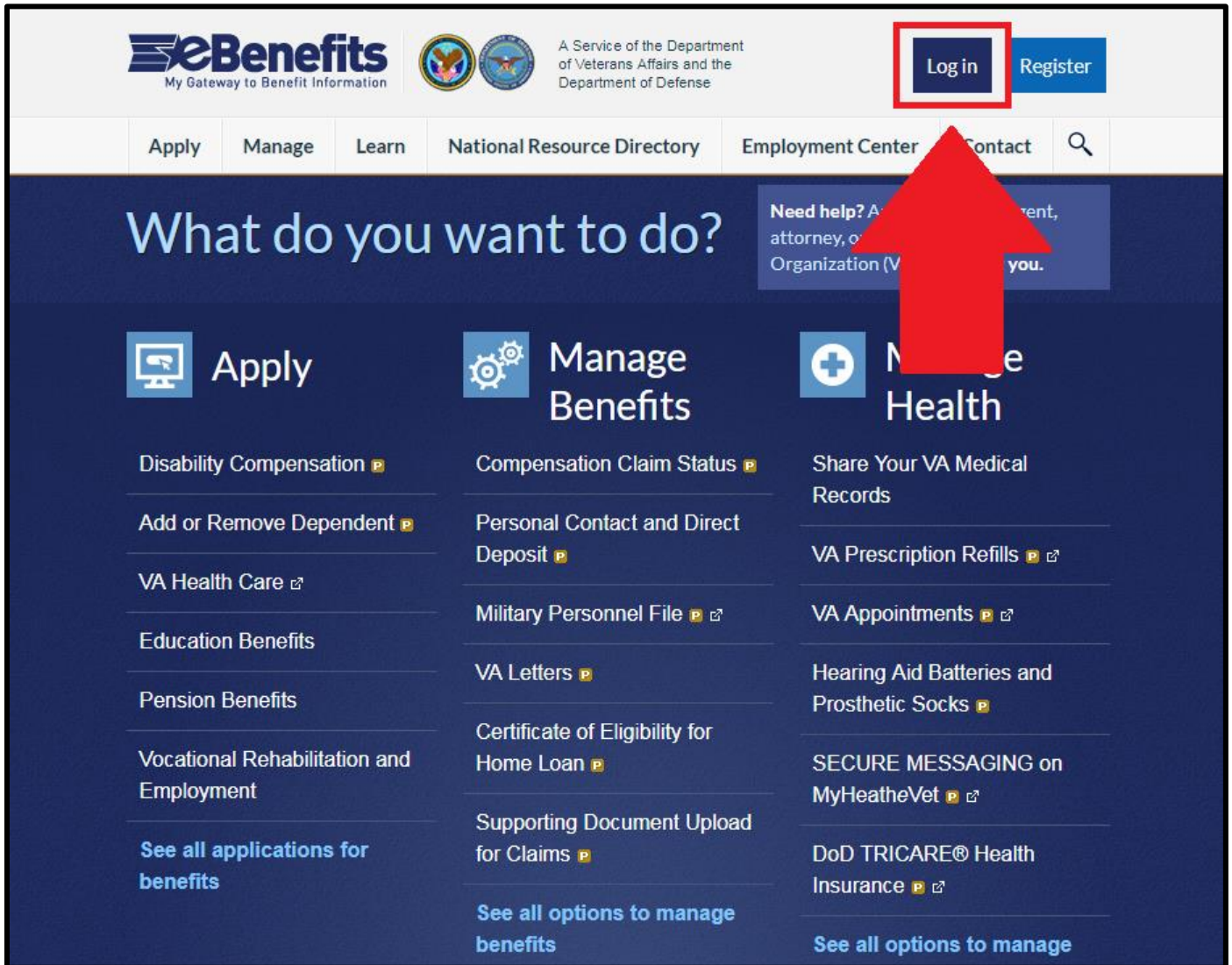
CONNECT

VA HOME

QUICK LIST

Apply for Benefits | Apply for Health Care | Prescriptions | My HealtheVet | **eBenefits** | Life Insurance | Online Applications | VA Forms | State and Local Resources | Strat Plan FY 2014-2020 | VA Plans, Budget, & Performance | VA Claims Representation

3. Click the "Log In" button at the top of the screen.



The screenshot shows the eBenefits website interface. At the top left is the eBenefits logo with the tagline "My Gateway to Benefit Information". To its right are the Department of Veterans Affairs and Department of Defense seals, followed by the text "A Service of the Department of Veterans Affairs and the Department of Defense". On the top right, the "Log In" button is highlighted with a red box, and a red arrow points to it from below. Next to it is a blue "Register" button. Below the header is a navigation bar with links for "Apply", "Manage", "Learn", "National Resource Directory", "Employment Center", and "Contact", along with a search icon. The main content area has a dark blue background with the heading "What do you want to do?". It features three main columns: "Apply" (with a computer icon), "Manage Benefits" (with a gear icon), and "Manage Health" (with a plus sign icon). Each column lists various services with small "P" or "E" icons. A blue box with white text "Need help? A... attorney, o... Organization (V... you." is partially visible on the right side of the main content area.

4. Log into the website. You will not be able to log in without checking the "Consent to Monitor" box.

If you forget your log in info, you use your card at Veteran Services to log in. You must have an active Common Access Card to do this.

The screenshot shows the eBenefits website interface. At the top left is the eBenefits logo with the tagline "My Gateway to Benefit Information". To the right, it states "A Service of the Department of Veterans Affairs and the Department of Defense" with their respective seals. A dark blue navigation bar contains a "Help Center" link and a font size selector "-AA+".

A grey dialog box titled "eBenefits Consent to Monitor" is centered on the screen. It features a large red "Content Skipped" message. Below this, there is a checkbox (highlighted with a red box) that is checked. The text reads: "By selecting the checkbox, you are agreeing with the consent to monitor statement. If you do not agree, then you will not able to proceed as the login options (CAC and username/password) will remain disabled." A "Close" button is located at the bottom of the dialog.

Below the dialog, there are two login options:

- DS LOGON** (with a help icon): "Department of Defense Self-Service". It includes two input fields for username and password, links for "Forgot DS Logon Username?" and "Forgot DS Logon Password?", and a "Login" button. This entire section is enclosed in a red rectangular box.
- CAC** (with a help icon): "Common Access Card". It features an image of a sample Common Access Card and a "Login" button. A note below the image states: "Do NOT select the DoD EMAIL-CA-XX certificate if prompted for a certificate."

5. Click on the "Disabilities" link.

The image shows a screenshot of a VA user dashboard. The main heading is "Welcome, Your Name" with a sub-heading "Last Log in: 04/03/2018 09:37 AM". On the left is a vertical sidebar menu with categories: "My Profile", "My Claims & Appeals", "My Benefits & Payments", and "Account Activity". The "Disabilities" link is highlighted with a red box and a red arrow points to it from the right. The main content area includes a "Message Center" notification, a "Personal Information" section with an "Edit Profile" button, a "Things you can view here:" list containing "Representative", "Disabilities", "Dependents", "Work in Process", "Historical Claims", "Additional Benefits", and "Payment History", and a "Popular Items:" section with "Your VA Letters" and "Your VA / DoD Personal Information".

Dashboard

Welcome, Your Name

Last Log in: 04/03/2018 09:37 AM

Message Center

Personal Information: ?

Edit Profile

Things you can view here:

- Representative
- Disabilities
- Dependents
- Work in Process
- Historical Claims
- Additional Benefits
- Payment History

Popular Items:

Your VA Letters
Download VA letters, including Civil Service Preferences, Commissary and Exchange Privileges, Service Benefit Verification and Proof of Service Card.
[Letter Generator](#)

Your VA / DoD Personal Information
VA uses your personal information to contact you or send payment for your benefits.
[Update your Direct Deposit and contact information \(Compensation & Pension or Education\)](#)
[Update your DEERS personal](#)

My Profile

Personal Information

Representative

Disabilities

Dependents

My Documents

My Claims & Appeals

Work in Process

Historical Claims

Historical Appeals

My Benefits & Payments

Benefits

Payment History

Messages

Account Activity

6. Print this page as a physical copy or save it as a PDF. Depending on the browser you are using, the steps to save a webpage as a PDF may differ. Please check this website for instructions: <https://www.digitaltrends.com/computing/how-to-save-a-webpage-as-a-pdf/>

Dashboard

My Profile

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Historical Appeals

My Benefits & Payments


Benefits

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Account

Disabilities



Total Combined Disability

You have a 100% final degree of disability. This percentage determines the amount of benefit pay you will receive.

[How is this calculated](#)

Add Disabilities

Submit a claim to make any updates to the disabilities that you believe are related to your military service.

[Apply Now.](#)

Rated Disabilities

Disability	Rating	Decision	Related To	Effective Date
[REDACTED]	100%	Service Connected		04/12/2016
[REDACTED]	30%	Service Connected		08/10/2011

7. Go back to your profile page and click on "Manage" and then "Documents and Records".

The screenshot shows the eBenefits website interface. At the top, there is a navigation bar with the eBenefits logo, the text "My Gateway to Benefit Information", and the Department of Veterans Affairs and the Department of Defense logos. Below this is a secondary navigation bar with tabs for "Apply", "Manage", "Learn", "National Resource Directory", "Employment Center", and "Contact". A search icon is also present. The "Manage" tab is selected, and a dropdown menu is open, listing various options: "Status Tracking", "Documents and Records" (highlighted with a red box and a red arrow), "Contact and Direct Deposit", "VA Representative", "Compensation", "Education", "Health Care", "Housing", "Insurance", and "Pension". To the right of the dropdown menu, there is a "Featured Activities" section with two items: "View or update your Compensation and Pension (C&P) claim" and "Order hearing aid batteries and prosthetic socks". At the bottom of the page, there is a "My Documents" section with a "Download VA Letters" button.

8. Click on "VA Letters".


The screenshot shows the "Access Your Documents and Records" page. The page title is "Access Your Documents and Records". Below the title, there is a grid of six document categories, each with a title, a description, and a "P" icon with an external link symbol. The categories are: "Service Member Personnel Information", "Service Member Civilian Employment Information", "Military Personnel File", "VA Letters" (highlighted with a red box and a red arrow), "VA Medical Records", and "VA Health Record Sharing".

Service Member Personnel Information	Service Member Civilian Employment Information	Military Personnel File	VA Letters	VA Medical Records	VA Health Record Sharing
View a summary of your personnel information in DEERS.	View and update your civilian employment and student information.	Verify, review, and print documents from your official Military Personnel File, including your DD 214.	Download and manage your VA letters, including Civilian Service Preferences, Commissary and Exchange Privileges, Service Benefit Verification and Proof of Service Card.	Use the VA Blue Button tool to view, print, and download information from your My Health eVet account.	Enroll in the Virtual Lifetime Electronic Record (VLER) Health Program to securely share parts of your health records among VA, DoD, and selected private health care providers.

9. Click on "Benefit Summary – Veteran Benefits".

Download VA Letters

Verify that your address is correct, then select a letter template from the list that follows your address.


 We are experiencing problems with generating some of our VA letters. Please see below for what letters are available. For letters that are currently unavailable, please call VA at 1-800-827-1000, Monday-Friday, 8:00 a.m. - 9:00 p.m. ET. When speaking with a representative, please provide the error code shown below so they can look into your issue.

Step 1: Confirm Your Address on File

Below is your address on file with Compensation and Pension. If this is incorrect, please [update your contact information](#) before proceeding to Step 2 (on right) to generate your letter.



Step 2: Select a letter from the following list.

- **Benefit Summary - Veteran Benefits** 
Create a Benefit Summary Letter to show you are receiving certain benefits from VA.
- **Benefit Verification**
Send this letter to confirm details about the VA benefit that you are currently receiving.
- **Commissary**
Send this letter to confirm that you are entitled to receive commissary store and exchange privileges from the Armed Forces.
Related: [Application for Uniformed Services Identification Card DEERS Enrollment](#)
Download and complete this form to apply for the Uniformed Services Identification Card and/or DEERS Enrollment.
- **Disabled Veteran Civil Service Preference**
Send this letter to establish your Veteran's preference for civil service employment.
Related: [Application for 10-Point Veteran Preference](#)
Send this form if you are applying for Federal jobs and want to apply an additional 10-point examination credit based on your military service or that of a spouse or child.

10. In the VA Benefit Information section, uncheck the "current montly award" box. Leave the other 3 boxes checked. Then click the "Generate Benefit Summary Letter".

Benefit Summary Letter [Return to VA Documents](#)

Use this form to generate an official letter verifying that you currently receive benefits from the Department of Veterans Affairs (VA). By default, all of your Military Service and VA Benefits information is automatically selected for inclusion in the letter. If you prefer not to include certain information, please deselect individual checkboxes below before generating the Benefit Summary Letter. Upon completion, please safeguard this official record of your VA entitlement.

Military Service Information

Up to three periods of service may be shown. There may be additional periods of service that are not listed here.

Include recent periods of military service (Clicking the check box will select all the below records)

Included	Branch of Service	Discharge Type	Date Entered Military Service	Released from Active Duty
<input checked="" type="checkbox"/>	Marine Corps	Honorable	June 14, 2000	December 31, 2002

Our system shows the most recent periods of service entered into the system.

If you have questions about an incorrect or missing service date, please [submit an inquiry to VA's Inquiry Routing & Information System \(IRIS\)](#). You should expect a response from VA within 5 business days.

VA Benefit Information

[Select All](#) | [None](#)

Include?	Information	Value
<input checked="" type="checkbox"/>	You have one or more service-connected disabilities:	Yes
<input checked="" type="checkbox"/>	Your combined service-connected evaluation is:	100%
<input type="checkbox"/>	Your current monthly award amount is: The effective date of the last change to your current award was:	[REDACTED]
<input checked="" type="checkbox"/>	You are considered to be totally and permanently disabled due solely to your service-connected disabilities:	Yes

If you have questions about inaccurate disability information, please [submit an inquiry to VA's Inquiry Routing & Information System \(IRIS\)](#). You should expect a response from VA within 5 business days.

Generate Benefit Summary Letter

11. Print or save the PDF that was generated. Be sure that your letter includes the following section.

VA Benefit Information

You have one or more service-connected disabilities: Yes

Your combined service-connected evaluation is: 100%

You are considered to be totally and permanently disabled due solely to your service-connected disabilities: Yes

12. Provide a copy of both the disability information and the generated letter to Disability Services.