

Your Individualized Roadmap to Employment

Chapter 31, Veteran Readiness and Employment



U.S. Department
of Veterans Affairs

A guide to help you prepare for your unique Veteran Readiness and Employment (VR&E) experience.

Length of program will vary based on individual needs.

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ESTABLISH ELIGIBILITY

- ✉ VA decides disability rating
 - 10% or more disability rating
 - Memorandum 20% or more rating
 - Other than dishonorable discharge

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APPLY FOR CHAPTER 31 BENEFITS

Veterans can apply in one of these ways:

- 📄 My VA <https://www.va.gov/>
- 👤 In person at the Regional Office
- 👤 Via a Veterans Service Organization (VSO)
- ✉ Paper VA Form 28-1900

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VA CONTACTS VETERAN

- ✉ Veteran receives letter from VR&E
- ✉ VA sets up Group Orientation Appointment
- ✉ VA schedules initial appointment with VRC

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PREPARE FOR APPOINTMENTS

- ✉ 📄 Complete Vocational Testing
- ✉ 📄 Complete Rehabilitation Needs Inventory
- ✉ Gather Resume, Diploma, Transcripts

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INITIAL APPOINTMENT (About 1-3 Hours)

- 👤 Group Orientation
- 👤 Counselor identifies barriers to employment, handicap, and determines entitlement
- ✉ 📄 Veteran receives entitlement decision

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EVALUATION/PLANNING (1-4 Months)

- 👤 Determine feasibility to return to work
- 📄 Veteran identifies suitable goals
- 📄 Veteran explores labor market, educational needs and wages via Next Steps checklist
- 👤 Complete Next Steps, develop a mutually agreed plan, and sign the rehab plan

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ONGOING SUPPORT (Varies)

- 📞 👤 Maintain meetings with Counselor and provide progress status report
- 📞 👤 Veteran may receive medical referrals
 - 💰 VA pays for training fees, books and supplies
 - 💰 Veteran receives monthly subsistence allowance
- 👤 Veteran receives assistance to obtain suitable employment

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EMPLOYMENT SERVICES (Less Than 18 Months)

- 👤 60 days prior to completion of training, VRC and Veteran map out Employment Assistance Program
- ✉ 👤 Veteran provides resume & diploma to Counselor
- ✉ 📄 Veteran researches, networks and applies to jobs
- 👤 Veteran submits job logs to Counselor
- 👤 Veteran meets with Employment Coordinator
- 💰 Potential of two payments, varies on program
- 📞 👤 Every 30 days, Veteran checks in with Counselor

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EMPLOYMENT (Varies)

- 👤 Veteran obtains suitable employment
- 📞 👤 Veteran maintains Counselor contact
- 📞 👤 Counselor continues to evaluate job suitability

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EMPLOYMENT FOLLOW-UP (30 Days × 2 Appts)

- 👤 Veteran attends appointments with Counselor
- 👤 Counselor continues to evaluate employment suitability
- ☆ Veteran successfully completes program

👤 in person

📄 online

✉ mail

📞 phone

💰 financial transaction

continued

Frequently Asked Questions

What is Chapter 31, Veteran Readiness & Employment (VR&E)?

VR&E is an employment program to assist Veterans with service-connected disabilities and an employment handicap obtain and maintain suitable employment. VR&E may or may not provide educational or vocational training in assisting Chapter 31 participants to obtain suitable employment. The level of services is based on the individual need.

I am using Chapter 33 Post-9/11 GI Bill, but I'm about to run out of benefits. Can I switch to use Ch 31 benefits?

VR&E will schedule an appointment for you to meet with a Vocational Rehabilitation Counselor (VRC) to determine if you are entitled to receive VR&E services and/or Post 9/11 GI Bill. If you are found entitled, and training is an aspect of your individually approved plan of services, you MAY be able to keep the Post 9/11 rate of pay. You may also be eligible to get some of your Post 9/11 training time back under a retroactive induction.

I am a Veteran with service-connected (SC) disabilities, am I automatically entitled to VR&E?

Although your military service, character of discharge, and service connected disability status make you "eligible" to apply for VR&E, you are not automatically entitled. All eligible Veterans with SC disabilities are entitled to a comprehensive vocational assessment and individual review of their history and current circumstances to determine if they meet the entitlement criteria for VR&E at the time of application. You must first be found entitled to receive VR&E services.

I completed my training/degree program, what do I do now?

You should provide proof of completion such as a diploma, certificate or official transcript of records, and your resume to your assigned VRC, attend career fairs, network with potential employers, actively conduct job search, and maintain contact with your VRC, VR&E Employment Coordinator (EC), and local State Agency (i.e. WorkForce Center, Department of Labor) to maximize employment opportunities.

ENTITLEMENT CRITERIA

Your entitlement will be determined based on specific criteria at your initial appointment with your Counselor. The Counselor will consider the following:

- Vocational impairments -and-
- Any service-connected disability condition that significantly contributes to the vocational impairment -and-
- To determine if you have not overcome the limitation of the disability through training or employment

Veterans rated with a 10% or more service connected disability and/or their 12 year eligibility period has expired, must be determined to have an employment and serious employment handicap by having:

- Vocational impairments,
- A service-connected disability that significantly contributes to the vocational impairments,
- The Veteran has not overcome the limitation caused by the disability conditions, and
- The Veteran experiences additional barriers such as homelessness, criminal history, substance abuse. etc.

VISIT US ONLINE <https://www.va.gov/careers-employment/vocational-rehabilitation/>

CONTACT US

Nashville Regional Office
7110 Commerce Way, Suite 100
Brentwood, TN 37027
Main Number: 615-695-6372

Clarksville Outbased Office
227-B Dunbar Cave Rd
Clarksville, TN 37043
615-695-6058

Fort Campbell Outbased Office
5663 Screaming Eagle
Fort Campbell, KY 42223
615-695-6058

Memphis Outbased Office
225 Humphreys Blvd. Suite 1028
Memphis, TN 38120
615-425-2638

Knoxville Outbased Office
J.D. Duncan Federal Bldg.
710 Locust St, Suite 205
Knoxville, TN 37902
615-001-6641

VETSUCCESS ON CAMPUS LOCATIONS:

Middle Tennessee State University
Veterans and Military Family Center
KUC ,Room 316
Murfreesboro, TN 37132
615-983-4329

Austin Peay State University
Military Family Resource Center
426 College Street, Room 106
Clarksville, TN 37044
931-221-6194