



## How to apply on-line for Vocational Rehabilitation Services

1. Via the internet, go to: [www.vetsuccess.gov](http://www.vetsuccess.gov)
2. In the column located on the left side of the screen select the title “How to Apply.”
3. A new window will open. Select the hyper link underlined in blue and you will be directed to the application.
4. Once the page opens, select the red button that reads “Start [VONAPP](#)”
5. Read the following instructions, and then select the red button that reads “Continue” located on the bottom right corner of the page until you reach the login screen.
6. Enter your ID and password and then select “Continue”. If you do not have a password follow the steps below:
  - a. Select the hyper link underlined in blue on the left side of the page that reads “Sign-up Now”.
  - b. You will be redirected to the sign up screen where you will be asked to provide a log in name, a password, a password hint, and a valid e-mail address. Once you have completed these steps select “Continue”.
  - c. A window box will then open to let you know that your log on has been created. Simply select the “ok” button or hit enter to continue.
7. You will be redirected to a screen that allows you to select the VA Form you wish to fill out or change your account information. Using the drop down list select the option that reads “Vocational Rehabilitation (Form 28-1900). Select “Continue” to move on.
8. The VA’s Privacy Act and Respondent Burden will be shown on the screen. Please read this information and select “Continue”.
9. On the next page please select the appropriate red button (Yes or No) to indicate whether you have or have not read the previous information. Select “Continue” to move on.
10. On the following page you can fill out a new application, complete an existing application, or you can exit the program to return at another time. Select the appropriate option and then select “Continue.”
11. Read the instructions that follow on the next page and then select “Continue.”

12. On the following screen enter your contact information, your social security number, and your VA File number. Select "Continue" to advance to the next page.
13. Enter your address and telephone number and then select "Continue."
14. On the following page enter your e-mail address, your birth date, the location of the VA office that maintains your records, the highest level of education you have completed, and whether or not you will be moving in the next 30 days. After the information has been entered select "Continue."
15. Select whether or not you have participated in other vocational rehabilitation programs and then select "Continue."
16. Enter your service information. To add or delete service information select one of the red buttons located on the bottom center of the page that reads "Add" or "Delete". Once you have fully completed your service information select "Continue."
17. On the next page you will be asked if you are currently employed. Select the answer that is applicable to your situation and then select "Continue."
18. On the next page you are asked if you are hospitalized. Select the appropriate response and then select "Continue."
19. On the following page you are asked to provide a brief description of the barriers and/or medical conditions that prevent you from attaining employment. You are also asked to provide a brief explanation of what you believe Vocational Rehabilitation will do for you. Once completed select "Continue."
20. Read the directions on the following page and once you are finished select "Continue." Continue until you are directed to the page that gives several options for handling your completed form. Select the option best suited for your needs.
21. A series of window boxes may appear in response to your selection. Answer the questions accordingly and then select the red "Continue" button.
22. Read the following information and then select the appropriate button. Continue to read all of the instructions until you are redirected back to the initial page you started on.
23. Congratulations! You have successfully completed the Vocational Rehabilitation Form!