

HOW TO SUBMIT CERTIFICATIONS FORMS

Here are three no-cost ways you can submit your school certification form each term/semester. Keep a copy for your records each time:

ONLINE:

DFAS created a submission module, <https://go.usa.gov/xymaH>, where you can upload a school certification form through AskDFAS on the DFAS.mil website. This is accessible on mobile browsers. Simply fill in the required information in the online screen and upload a PDF of your completed and signed DD Form 2788.

BY MAIL:

Defense Finance and Accounting Service
U.S. Military Annuitant Pay
8899 E. 56th Street
Indianapolis, IN 46249-1300

BY FAX:

800-982-8459

If you would like to receive email reminders when it is time to submit your school certifications, follow the simple directions to create a profile in myPay.

QUESTIONS?

Look for additional information about military benefits on the DFAS website. You can also speak with a customer service representative at 216-522-5955 or 800-321-1080, or write to the address above.