



VA



U.S. Department
of Veterans Affairs

Important Steps for Filing an Online Dependency Claim

CHECKLIST

If you are receiving disability compensation from VA and have a disability rating of 30% or higher, you can add dependents to your compensation benefits. Adding dependents, like a spouse or children, means you are eligible for higher disability payments. The fastest way to add a dependent is to file a dependency claim online through eBenefits.

Before you file, read through this checklist to make sure you have all the information you need.

Get a Premium eBenefits Account

You can only submit an online dependency claim if you have a Premium eBenefits Account. Don't have one yet? Go to www.ebenefits.va.gov and click "Register" to get started. It's a quick process (10-15 minutes), and you'll be able to use your Premium Account for other eBenefits features like checking your claim status, setting up direct deposit, and more.

Work with an accredited Veterans Service Organization (VSO)

Have questions about your online application? Accredited VSOs know a lot about VA's claim process and how to apply. They can answer any questions you have or even file your dependency claim online for you. Go to www.ebenefits.va.gov/vso to learn more and find a representative near you.

File your dependency claim right away

If you did not include any dependents on your disability claim, make sure you file your dependency claim as soon as you get your 30% or higher rating from VA. VA will pay you within two weeks if we're able to finalize your claim.

Don't leave any fields blank

Make sure you fill out all the required information fields. eBenefits will not let you submit your claim if anything is left blank.

Check for mistakes

You'll have a chance to double check everything you've entered about your dependent before you click "Submit." Make sure all the information is correct. Incorrect birth dates or Social Security Numbers cause delays in getting your claim approved.

IMPORTANT STEPS FOR FILING AN ONLINE DEPENDENCY CLAIM CHECKLIST



Don't forget your anniversary

If you're adding a spouse as a dependent, you'll need to provide the date you got married and the location (city, state, country) listed on your marriage certificate.

Make sure your child is eligible

Your child must be a biological child, stepchild, or adopted child to be added as a dependent. They must also be unmarried and either under 18 years old, over 18 and attending school full-time, or were seriously disabled before turning 18.

Get all the information you need

Remember, you have 365 days to submit your claim after you begin the online application. If you're waiting on any information, such as the Social Security Number for a newborn child or the number of credit hours your child is taking in school, don't submit your claim without it. If your claim is awarded, you will be paid back to the date you started your online application, so it's worth waiting until you have all the information you need. If any of that information is missing, it may take longer for VA to process your claim.

Upload required documents into eBenefits

If you're adding an adopted or severely disabled child, eBenefits will ask you to upload supporting document. Make sure you have electronic copies of that paperwork and upload it into eBenefits before submitting your claim. If you don't submit these documents with your application, your claim will be delayed.

Look for a letter in the mail

You will receive a confirmation from VA that your dependency claim has been received, along with a confirmation number. However, if VA has questions about what you submitted or needs more information to decide your claim, they will reach out to you by letter. Make sure your current mailing address is up to date in eBenefits.