



VA Student Checklist

	ACTIVITY	DONE
STEP 1	Fill out the Student Application Online by going to www.cmccd.edu and click on "Apply Now" Create an account and complete the application.	<input type="checkbox"/>
STEP 2	Apply for Financial Aid at http://www.cmccd.edu/admissions/financial-aid <ul style="list-style-type: none">Copper Mountain College's school code is: 035424	<input type="checkbox"/>
STEP 3	Student Orientation <ul style="list-style-type: none">Once your application is received you will receive an email with your student ID#, also one with your MyCMC Portal (https://idp.cmccd.edu/idp/Authn/UserPassword) account information.Orientation is required for all Students. When you login to your MyCMC Portal you will see a Student Orientation link at the top of the page. When you have completed the Orientation please print a copy of the confirmation for your records.	<input type="checkbox"/>
STEP 4	Call to schedule an appointment with a counselor for course placement and to create your First Year Plan (FYP). <ul style="list-style-type: none">Main Campus: (866) 366-3791 ext. 4232Military Base Office: (760) 830-6133	<input type="checkbox"/>
STEP 5	Register for classes online or in person.	<input type="checkbox"/>

***The following are exceptions to the steps above:**

1. Students who are currently enrolled.
2. If you are a returning or transfer student or you have received a placement or orientation or FYP, you may not need to repeat them.
3. If you are unsure or you have any questions, please call Admissions at (760) 366-3791 ext. 4232 or contact the Military Base Office at (760) 830-6133.

	ACTIVITY	DONE
STEP 7	<p><u>Please provide the following documents:</u></p> <p>Certificate of Eligibility Prior credit form Transcripts from other colleges attended DD-214 (Does not apply to CH. 35 /CH.33 TOE) Military Transcripts (Does not apply to CH. 35 /CH.33 TOE)</p>	<input type="checkbox"/>
STEP 8	<p><u>First time applying for your VA Education Benefits:</u> If this is your first time applying for your VA Education benefits, see the instruction sheet on how to apply online- this is for students using Chapters 30, 31, 33, 35 or 1606</p> <p><u>eBenefits:</u> your VA & DoD Benefits online: www.ebenefits.va.gov</p> <p><u>VONAPP:</u> Application is available online at: www.gibill.va.gov</p> <p><u>Smart Transcripts:</u> Marines, Army, Navy, Airforce, Coast Guard- Active Duty and Veterans Website: https://jst.doded.mil/smart</p> <p><u>DD214:</u> The National Personnel Records Center(NPRC) has provided the following for Veterans to gain access to their DD214 online: https://vetrecs.archives.gov/</p>	<input type="checkbox"/>
STEP 9	<p><u>Transfer Students:</u> You will need to complete VA form 22-1995 (or VA form 22-5495 if CH.35 student). See the Veterans Services for these forms. Official transcripts are required to be certified. Transcript evaluation and a student education plan are required to be on file in order for second semester certifications. Failure to complete this process may result in delay of Education payments.</p>	<input type="checkbox"/>
STEP 10	<p><u>Processing Time:</u> For budgeting purposes, once your classes are certified, please be aware, it may take approximately 8 to 10 weeks for the Department of Veterans Affairs to process your paperwork and for you to begin receiving your benefits.</p>	<input type="checkbox"/>

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