



## CHECKLIST FOR NEW STUDENTS USING VA BENEFITS

- Apply to Crowder College at <http://www.crowder.edu/>
- Apply for VA Benefits <https://www.ebenefits.va.gov/>
  - Have your DD214 and banking information available when applying
  - Print a copy of your confirmation number (print screen) and submit to the Veteran Services Coordinator ★
- Turn in **Official and Final Transcripts** to the Records office:
  - Official and Final High School or GED/HiSET - submit during your first semester †
  - All Official and Final Previous Colleges (including Air Force Community College) – submit during your first semester †  
*-Unofficial transcripts may only be used for your first semester – submit a copy to the Veteran Services Coordinator ★*
  - Joint Services Transcript – submit during your first semester
- Complete the ACCUPLACER Test or submit ACT scores – complete before enrolling in your first semester (if applicable)
- Complete the FAFSA (Free Application for Federal Student Aid) <https://fafsa.ed.gov/>
- Meet with an Advisor to Enroll in Classes ★†
- Turn in documentation to Veteran Services Coordinator
  - Certification of Eligibility - (COE) letter or print from your eBenefits account
  - Member 4 long copy of DD 214 (if applicable)
  - Completed RVAC (Request for VA Certification) – after enrollment **each semester** ★†
  - Crowder College Veterans Orientation Form
- Take your Crowder student ID picture and activate card
- Get your books - purchase or charge to your student account (may require a completed payment arrangement in place – VA, Fin. Aid, etc.)
- CH. 30, 1606 or 33 verify your enrollment on the last day of every month to VA.
  - For CH. 30 or 1606 call 1-877-823-2378 or <https://www.gibill.va.gov/wave/index.do>
  - For CH. 33 call 1-888-442-4551 (Education Call Center)

★ *Must complete/submit before your first semester classes are certified to VA*

† *Must complete/submit before any future semesters are certified to VA*