VRC Intake Checklist

1. **APPLY FOR ADMISSION TO DE ANZA**

   ☐ Online application website: https://www.deanza.edu/apply-and-register/

   ☐ Apply for Financial Aid (FAFSA): https://studentaid.gov/h/apply-for-aid/fafsa *save confirmation page *

2. **APPLY FOR VETERAN EDUCATIONAL BENEFITS**

   ☐ VA application website: https://www.va.gov/education/how-to-apply/ *save confirmation page *

   OR Change School of Training or other Veteran Education Benefits:

   https://www.va.gov/education/change-gi-bill-benefits/ *save confirmation page*

3. **CONTACT A CERTIFYING OFFICIAL**

   ➔ https://www.deanza.edu/veterans/forms.html

   ☐ DD-214 or N.O.B.E. (not applicable to Dependent Student using Chapter 35)

   ☐ Certificate of Eligibility Letter (COE) or confirmation page after you apply

   ☐ Financial Aid (FAFSA) Confirmation page

   ☐ Signed **Student Responsibility Form**: https://www.deanza.edu/veterans/forms.html

4. **REQUEST ELECTRONIC TRANSCRIPTS**

   ☐ Official Transcripts from **ALL** previously attended Colleges.

   ☐ Official Joint Service Transcripts (JST'S) https://jst.doded.mil/jst/

   (JST's not applicable to Dependent Student using Chapter 35)

5. **SCHEDULE APPOINTMENT WITH THE VETERANS COUNSELOR**

   ➔ https://www.deanza.edu/veterans/our-counselors.html

   ☐ Must complete a Veterans Education Plan for Veteran Educational Benefits.

   ☐ Submit a Request for Enrollment Certification form AFTER you have met with the Veteran Counselor:

   ➔ https://www.deanza.edu/veterans/forms.html

6. **FOR CONTINUED PRIORITY REGISTRATION YOU MUST:**

   ☐ Declare a Major and select a Goal in MyPortal

   ☐ Complete New Student Orientation; https://www.deanza.edu/apply-and-register/apply/orientation.html

   ☐ Have an education plan in DegreeWorks that includes classes for the quarter you want priority registration.
   ➔ **Maintain Cumulative GPA (all colleges attended of 2.0**

Contact the Veterans Resource Center for assistance https://www.deanza.edu/veterans/