

New VA Student Checklist

- Complete the online admissions application: <http://www.solacc.edu>
- Submit your military transcripts and any prior college transcripts to SLCC Admissions for transfer credit evaluation. Your military transcript can be obtained by visiting: <https://jst.doded.mil>
 - **Students will be certified for only the first semester without transcripts being received.**
- Submit an application online at <https://www.va.gov/education/how-to-apply/>. If you do not have access to apply online, you can call 1-888-442-4551 and ask that an application be mailed to you. All VA students must file an application when they first start school before they can receive benefits. Students who have never received VA benefits must file an original application.
 - Complete the application (22-1990) for VA benefits: www.benefits.va.gov/gibill
 - Dependents and spouses should fill out a 22-5490 (if changing place of training-22-1999).
- Submit your **Certificate of Eligibility** to the SLCC VA School Certifying Official/Financial Aid Office.
- Submit the **Request to Certify Enrollment (RTC)** form. You can find this form at <https://www.solacc.edu/financial-aid/va-forms>.
 - **The RTC must be completed every semester you wish to utilize your VA benefits.**
 - **A copy of the Concise Student Schedule must be submitted with the RTC. You may upload a copy of your schedule from your LoLA account.**
 - **A Student Success Academic Advisor will review your schedule to ensure your scheduled courses apply to your current program.**
- REPORT ALL CHANGES IMMEDIATELY**
 - Adding/dropping courses, withdrawing from a course, receiving an incomplete in a course, change of major must be reported to the VA Certifying Official by completing the **Enrollment Change for VA Educational Benefits** form: <https://www.solacc.edu/financial-aid/va-forms>
 - **Failure to report changes could result in the student owing a balance to the college and possibly VA.**
- Report school attendance to the Department of Veterans Affairs on the last day of each month in order to receive payment. This applies to all Chapter 30 and Chapter 1606 students. Call 1-877-823-2378 or go online at www.gibill.va.gov/wave/index.do. The monthly verification of enrollment has not been added for chapter 33 and chapter 35, with one exception. chapter 35 Non-College Degree (NCD) students are mailed a monthly verification form (VA Form 22- 8979).
 - **Students Utilizing LA National Guard Tuition Exemption or Louisiana's Title 29 Dependents' Educational Assistance need to notify the Student Accounts Office: 337-521-8904 or email: studentaccounts@solacc.edu**
- APPLY FOR FINANCIAL AID:** www.studentaid.gov SLCC Federal School Code: **039563**



**Thank you for your service to our country and
best wishes on your educational endeavors.**



Helpful links, emails, and phone numbers:

- Department of Veteran Affairs Education and Training questions: **Student Hotline: 888-442-4551**
- SLCC Veterans website: <https://www.solacc.edu/financial-aid/veteran-affairs>
- SLCC Admissions: 337-521-9622 email: admissions@solacc.edu
- SLCC Registrar's Office: 337-521-8925 email: registrar@solacc.edu
- SLCC Student Accounts Office: 337-521-8904 email: studentaccounts@solacc.edu
- SLCC Office of Disability Services: 337-521-6915 email: ada@solacc.edu
- SLCC Career and Transfer Center: 337-521-8933 email: careertransfer@solacc.edu
- SLCC Tutoring Services: 337-521-8961
- Campus Bookstore: 337-521-8930 email: slcc-lafayette@bkstr.com
- Department of Veteran Affairs eBenefits site: <https://www.ebenefits.va.gov/ebenefits-portal/ebenefits.portal>
- Louisiana Department of Veterans Affairs: <http://www.vetaffairs.la.gov/Programs/Education.aspx>