

## ENROLLMENT CHECKLIST — Chapter 35

Welcome to Folsom Lake College! Completing the items on this checklist will ensure the proper processing of your VA Dependents benefits application and enable you to take full advantage of your education benefits. Not submitting the items below will result in your benefits being delayed. Please refer to the Statement of Student Understanding for further information.

- ⇒ Application for Education Benefits [VA form 22-5490 or 22-5495]  
May be completed online at [www.gibill.va.gov](http://www.gibill.va.gov) or application available in office.
- ⇒ Verification of Eligibility  
Submit either a Marriage License or Birth Certificate, whichever is applicable.
- ⇒ FLC VA forms  
Submit completed VA Intake Form and Statement of Student Understanding form at start of application process. Submit Request for Certification form EVERY semester!
- ⇒ Assessments  
If you are a new student to college or have not taken English or math classes, you must take the college's English and math assessment tests prior to meeting with a FLC counselor for the VA Educational Plan. Schedule is available online at [www.flc.losrios.edu](http://www.flc.losrios.edu) (go to Assessment quick link).
- ⇒ Transcripts  
Official transcripts from ALL previous colleges/universities attended must be on file with FLC prior to meeting with a counselor for the VA educational plan.
- ⇒ VA Educational Plan  
Make one-hour appointment with FLC counselor in order to complete VA Educational Plan. This must be done prior to having your classes certified with the VA. **Transcripts and assessment scores must be on file before appointment is made.**

PLEASE NOTE:

- ◇ Remember that your benefit payments are based on attendance in classes—dropping a class may affect your benefit amount.
- ◇ As soon as you've registered for classes each semester, you must submit a new Request for Certification form. This form is used to certify your classes with the VA. Only courses listed on your VA educational plan may be certified.
- ◇ Each time you change your educational objective you must complete a new VA Educational Plan with a counselor.
- ◇ Apply for Financial Aid ([www.FAFSA.ed.gov](http://www.FAFSA.ed.gov)). You may be eligible for additional funding. In addition, you may be eligible for the California Dependents Fee Waiver program—apply through the county VA office then submit to Financial Aid office if approved.
- ◇ Please keep your personal contact information updated with the FLC A&R office to ensure you receive all pertinent information regarding your benefits. Set up your iMail account—this is the preferred means of email communication on campus and in the district.