

Welcome to Folsom Lake College! Completing the items on this checklist will ensure the proper processing of your VA 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 22-1990 or 22-1995]
May be completed online at www.gibill.va.gov or application available in office.
- ⇒ Verification of Eligibility
Submit documentation as applicable: DD-214 member 4 copy (**all chapters**), Certificate of Eligibility (**chapter 33**), Notice of Basic Eligibility-NOBE (**chapter 1606**), Title 10 orders (**chapter 1607**).
VA form 28-1905 must be received from the Department of Vocational Rehabilitation for **Chapter 31** students (this authorizes payment of benefits for a specific semester).
- ⇒ 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 (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 ed plan (including SMARTS & AARTS transcripts).
- ⇒ 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. **Assessment scores and transcripts must be on file prior to making appointment.**
- ⇒ Monthly self-certification
Students receiving Chapter 30, 1606 AND 1607 self-certify their enrollment on the last day of every month which will kick off the direct deposit or payment—go to WAVE (www.gibill.va.gov/wave) or call 1-877-823-2378 (this is not required for Chapter 33 which has an automated payment of benefits).

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). You may be eligible for additional funding.
- ◇ 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.