



## 1. APPLY TO EVC

- Complete the application at CCCApply.
- Be sure to select your Veteran or Dependent status on the application.

## 2. COMPLETE THE EVC ONLINE ORIENTATION

- Log in to the Self-Service Portal and complete the EVC Orientation available there.

## 3. CONFIRM VA BENEFITS USAGE

- Inform VFC whether or not you plan to use VA Educational Benefits by calling 408-223-6789 or emailing [evcvet@evc.edu](mailto:evcvet@evc.edu).

### USING VA BENEFITS (Ch. 30, 31, 33, 35, or 1606)

#### GATHER REQUIRED DOCUMENTS

Documents must be submitted before your first counseling appointment. Submit in person or email to [evcvet@evc.edu](mailto:evcvet@evc.edu). Include your full name and EVC student ID.

- Certificate of Eligibility (COE)
- DD214
- Unofficial Transcripts
- Veteran Student Shopping Sheet
- JST Authorization Form (Not required for Dependents) \*Air Force Veterans must request their own transcripts from Air University\*

[Click here to view a more detailed description of VFC's Required Documents.](#)

#### MEET WITH VETERANS COUNSELOR & CERTIFY ENROLLMENT

- Schedule an appointment by contacting our office
- Veterans Counselor will develop an Educational Plan & student will register for courses on their own.
- You are required to submit the Class Certification Form (CCF) after your plan is approved.
- Students may pay or opt-out of \$2 Student Rep Fee before the term fees refund deadline.

#### REQUEST OFFICIAL TRANSCRIPTS

- Request official transcripts from all previously attended institutions.
- Students have a one-semester grace period to complete this requirement.

### NOT USING VA BENEFITS (CalVet or Financial Aid only)

#### APPLY FOR FINANCIAL SUPPORT

- CalVet Fee Waiver  
Eligible Dependents of disabled Veterans can apply through Santa Clara County Veterans Service Office.  
*and/or*
- Financial Aid  
Grants, fee waivers, and other financial assistance based on income eligibility. For help, contact the EVC Financial Aid Office.

#### GATHER REQUIRED DOCUMENTS

Documents must be submitted before your first counseling appointment. Submit in person or email to [evcvet@evc.edu](mailto:evcvet@evc.edu). Include your full name and EVC student ID.

- DD214
- Unofficial Transcripts
- JST Request Authorization Form (Not required for Dependents)

#### MEET WITH VETERANS COUNSELOR

- Veterans/Dependents not using VA Educational benefits are welcome to meet with the Veterans Counselor for educational planning and support.
- Schedule an appointment by calling 408-223-6789 or emailing [evcvet@evc.edu](mailto:evcvet@evc.edu).