Steps to using Veteran Education Benefits

1. **Complete the free TCC College application:** Admissions Office or Online [www.tcc.edu/admission](http://www.tcc.edu/admission)
   - Your application yields your student ID number and your official student email account.
   - ALL official TCC email correspondence will ONLY be sent to your TCC student email account.

2. **Apply for Education Benefits at** [www.va.gov](http://www.va.gov)
   You need only apply once for benefits. If you’ve used them before somewhere else, then submit the Change of Program or Place of Training form as noted below.

   - **Federal Benefits**
     - **Chapter 30, 1606**
       - Initial Application: 22-1990
       - Changing Programs/Colleges: 22-1995
       - NOT ELIGIBLE
     - **Chapter 31**
       - Initial Application: 28-1900
       - NOT ELIGIBLE
       - Changing Programs/Colleges: See Case Manager
     - **Chapter 33 (Post 9/11)**
       - Initial Application: 22-1990
       - Changing Programs/Colleges: 22-1995
       - 22-1990e
       - **John Fry Scholarship**
       - Initial Application: NOT ELIGIBLE
       - Changing Programs/Colleges: 22-5490
       - 22-5495
     - **Chapter 35**
       - Initial Application: NOT ELIGIBLE
       - Changing Programs/Colleges: 22-5490
       - 22-5495

   - **State Benefit (often used with Chapter 35)**
     - **VMSDEP**
       - Military/Veteran: NOT ELIGIBLE

3. **Apply for Financial Aid:** ([www.fafsa.ed.gov](http://www.fafsa.ed.gov)) School code: **003712**
4. **Consult with an Academic Advisor:** For curriculum and/or class schedule. Bring unofficial transcripts for unofficial evaluation by an academic advisor, to include any military training.
5. **Take the Placement Test:** (review link for details and exemptions)[https://www.tcc.edu/student-services/academic-success/testing-services/placement-testing](https://www.tcc.edu/student-services/academic-success/testing-services/placement-testing)
6. **Attend an Orientation Session:** [https://www.tcc.edu/admission/orientation](https://www.tcc.edu/admission/orientation)
7. **Register for classes:** Online [https://tcc.my.vccs.edu/](https://tcc.my.vccs.edu/) / Enrollment Window
8. Inquire about In State/Out of State Tuition Status. Documentation may be required:
   - Information for in-state tuition rates: http://www.tcc.edu/paying-for-tcc/domicile

9. Pay tuition not later than due date if applicable:
   - Post 9/11 GI Bill® (100% eligible) also called Chapter 33- your tuition is deferred, but you must submit the Enrollment Certification Request (www.tcc.edu/ecr) by tuition deadline to prevent your classes being dropped due to non-payment.
   - Post 9/11 GI Bill® (less than 100% eligible); you must pay the portion not covered by your benefits and submit an ECR by tuition deadline to prevent classes from dropping.
   - Chapter 31- you must have VA Form 1905 by tuition deadline to prevent your classes from dropping due to non-payment. Submit the ECR.
   - VMSDEP – you must have the VMSDEP authorization by tuition deadline to prevent your classes from dropping due to non-payment. Submit the ECR.
   - Tuition rates and payment options: http://www.tcc.edu/paying-for-tcc/tuition-fees

10. Submit an online Enrollment Certification Request (ECR) form at www.tcc.edu/ecr and ensure to attach any required documents i.e. COE, DD-214, etc.

11. Submit all transcripts from other colleges and your military transcripts: (two-step process)
   Army, Coast Guard, Navy, Marine Corps: https://jst.doded.mil
   a. Send all transcripts to the Office of the College Registrar, Tidewater Community College,
      P.O. Box 9000, Norfolk, VA 23509
   b. Request to be evaluated: https://forms.tcc.edu/request-for-evaluation-of-educational-experience/

RESOURCES

Tidewater Community College
Center for Military and Veterans Education (CMVE)
Call Center: (757) 822-7645 (all campuses)
http://www.tcc.edu/military
askvetaffairs@tcc.edu

Department of Veterans Affairs
Veterans Education
Buffalo, New York
1-888-442-4551 / 1-800-827-1000
www.benefits.va.gov/gibill

Vet Success on Campus (VSOC) – “The Face of the VA”
VSOC Counselors can help you with career counseling, academic advising, impact of disabilities related counseling, VA benefit counseling, referral to resources, employment etc. Come see or contact one of the VSOC Counselors with questions or concerns https://forms.tcc.edu/cmve-vsoc/:

Carla Riggins – Virginia Beach (D-A118) (757) 822-7239 Hrs: 8am – 3:45pm
Donecia Lawson – Norfolk (Andrew Bldg Rm 1104) (757) 822-1085 Hrs: 8am – 4pm (M-W)
Teri Nguyen – Chesapeake (Pass Bldg Rm 157) (757) 822-5104 Hrs: 8am – 4pm (Th-F)
Portsmouth (A-151C) (757) 822-2673 Hrs: 8:30am – 4pm (M-W)

Ch. 30, 1606, 1607, and Ch. 35 (non-degree seeking only) – Department of Veterans Affairs requires monthly ENROLLMENT VERIFICATIONS (on last day of each month):
1-877-823-2378 (VA File number is your Social Security Number) or www.gibill.va.gov/wave/index.do

CHANGE OF DIRECT DEPOSIT
1-877-838-2778 or 1-800-827-1000

April 02, 2019