

VETERAN BENEFITS CHECKLIST

- Submit VA Application for education benefits**
Information regarding VA education benefits and applications can be found at www.gibill.va.gov or www.va.gov. Paper applications are available in the WVC veteran office located in Wenatchi Hall on the Wenatchee Campus, or the Admissions Office on the Omak Campus.
- Submit the following forms to the WVC veteran office** *Forms can be found online at www.wvc.edu select "veterans" in the drop down menu*
 - Student Enrollment Form and Guidelines**
 - Tuition Waiver Application** *(veterans only)*
 - Tuition and Fee Waiver Application for Children or Spouse Form** *(Dependents of Veterans only)*
- Submit DD214 Member 4 form to the WVC veteran office**
- Submit copies of military and prior college transcripts to the WVC veteran office**
*Military transcripts (veterans only): official copies must be requested through <https://jst.doded.mil>
Air Force: transcript information can be found at <http://www.au.af.mil/au/barnes/ccaf/transcripts.asp>*
- Apply for Admissions.** *Contact the WVC admissions office (509) 682-6806 or visit www.wvc.edu*
- Apply for Financial Aid and Scholarships.** *Contact the WVC financial aid office (509) 682-6810
Or the WVC veteran office for more information or visit www.wvc.edu/financialaid.*
- Student Access Services.** *Classroom and testing accommodations may be available for vision or hearing impairments, physical mobility conditions, emotional or psychological issues, and learning disabilities. Wenatchee and Omak campus: Contact Lisa Foster (509) 682-6854, Omak (509) 422-7852 or sas@wvc.edu <https://www.wvc.edu/students/support/disability-services/index.html>*
- Placement Test.** *Contact the WVC testing center for a testing appointment (509) 682-6840 Wenatchee Campus or (509) 422-7806 Omak Campus. If testing accommodations are required contact Lisa Foster (509) 682-6854 for the Wenatchee Campus, or (509) 422-7812 for the Omak Campus*
- Register for classes, print class schedule, sign name, and submit to the WVC veteran office each quarter to begin education benefit payments.** *Certifications will be submitted once a student signed schedule is received. Schedules may be scanned and emailed to the wvc veteran office: veterans@wvc.edu, submitted to the Omak office, dropped off at the veteran office located in Wenatchi Hall on the Wenatchee campus or faxed to (509)682-6811*
- Pay tuition by the tuition deadline.** *Chapter 31 (Voc Rehab) and Chapter 33 (Post 9/11) recipients are not required to pay tuition by the tuition deadline. Chapter 30 (MGIB) and other VA education benefit recipients must pay tuition by the tuition deadline or have other funding such as financial aid. For Information regarding the tuition payment plan contact the Cashier's office at (509) 682-6500 Wenatchee Campus or (509) 422-7803 for the Omak Office*
- Purchase Books:** *Chapter 31 (Voc Rehab): Book charge accounts will be setup once the signed class schedule has been received by the wvc veteran office*
- Monthly Verification of Attendance:** *Chapter 30 (MGIB), Chapter 1606 (MGIB-SR): recipients must contact the VA on the last day of each month or anytime afterwards, as well as the last day of the quarter to verify class attendance. Chapter 33 (Post 9/11), Chapter 31 (Voc Rehab), and Chapter 35 (Dependents) do not need to verify attendance. To verify attendance contact the VA's automated system by calling 1-877-823-2378 or go thru the WAVE system at www.gibill.va.gov*

Contact the veteran office for more information or to schedule an appointment (509) 682-6817 or veterans@wvc.edu