

VA Educational Checklist for Benefits

Welcome to Tri-County Technical College



1.) NEW & RETURNING STUDENTS MUST APPLY FOR ADMISSION TO THE SCHOOL:

- Complete application online or in person
- Have official transcripts for sent to the college for evaluation of transfer credit. If you are military, we will evaluate the SMART/AARTS transcript for military credit.

2.) APPLY FOR OR UPDATE VA EDUCATIONAL BENEFITS:

- If you have NEVER used benefits: Complete required form at <http://vabenefits.vba.va.gov/vonapp/main.asp>.
- FOR CHANGE OF SCHOOL: Complete the 22-1995 / 22-5495 (online or in office)



3.) PROVIDE REQUIRED FORMS AND DOCUMENTATION:

- Submit a copy of your **Certificate of Eligibility Letter (COE)**.
- Complete and submit the TCTC **VA Affidavit and Intake Information Form**.
- Complete the TCTC **Veterans' Certification Request Form** EACH SEMESTER after you have registered for your classes.
- All forms should be submitted to TC Central in Miller Hall for processing.**

4.) OTHER FINANCIAL ASSISTANCE:

- Free Application for Federal Student Aid (FAFSA)?**
 - o Complete the FAFSA online at: <https://fafsa.ed.gov>. TCTC's School Code is: **004926**
 - o If you need assistance, you can come to our FAFSA Friday, every Friday, from 10 AM to 1 PM in the Career Services in Miller Hall
- Are you on active duty or otherwise eligible for Federal Tuition Assistance?**
 - o To apply for Federal Tuition Assistance, go to www.goarmyed.com
 - o Notify this office of ALL courses that are paid for using Federal Tuition Assistance!
 - o You cannot use both for the same semester.
- Are you in the National Guard and eligible for the CAP Scholarship?**
 - o CAP-College Assistance Program, complete application & email to: ng.sc.scarnng.list.cap-application@mail.mil. See our office for details.



5.) IMPORTANT INFORMATION:

- We cannot submit your certification until you are registered for classes.
- POST-9/11 GI BILL:** Tuition/Fee payments typically arrive at the school after fee-payment deadline. This could mean you have to enroll in a payment plan.
- Only** courses required for your degree (as outlined in the catalog) can be certified.
- Check your eTC email frequently!** This is our official means of communication. All correspondence regarding certification will be sent to the TCTC email address.
- If you receive Chapter 30, 1606, or 1607 educational benefits, you must verify your monthly attendance.** Go to www.benefits.va.gov/gibill or call 1-877-823-2378.
- Dept. of VA contact#: 1-888-442-4551**
- Please address all other questions to TC Central or call 864.646.1650**



PO Box 587, Pendleton, SC 29670
Office of Financial Aid - Miller Hall
864-646-1650 finaid@tctc.edu

**VA Affidavit and Student Intake
For VA Education Benefits**

Date Stamp Received:

STATUS INFORMATION:

Your Student Status: New Returning Transient/Visiting

Veteran Status: Veteran Active Duty
 SC National Guard/Reserves Dependent

Is this your first time using VA education benefits? Yes No

*If NO, have you changed your place of training and/or completed a 22-1995/22-5495? Yes No

Name: _____ T# _____

Social Security Number: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone#: _____ TCTC Email: _____

VETERANS EDUCATION BENEFITS FOR WHICH YOU ARE APPLYING (check one):

Your benefit type (you can list either Chapter # if known or title of benefit):

Chapter # _____ / Title: _____

**If you are CHAPTER 35 (Dependent), what is the VA Claim #: _____

WHAT IS YOUR PROGRAM OF STUDY (MAJOR)? _____

ANTICIPATED ENROLLMENT: Semester: _____ Year: _____ Number of Credits: _____

STATEMENT OF UNDERSTANDING:

- **I am responsible for paying any charges (tuition and fees) not covered by my Veteran's education benefits.**
- I must be registered for courses that are **required for my degree program**. *Only those required courses may be certified to the VA for payment.*
- **I must complete the Veterans' Certification Request Form EACH semester in order to be certified for my courses.**
- I must **immediately** report any changes in enrollment (course add/drops, withdrawals) to the Veterans Coordinator, and to provide substantial explanation for dropping classes or withdrawing from a class. A reduction in credit hours may result in a change in eligibility for benefits even after disbursement has occurred.
- If I am Chapter 30, 1606, 1607, or VRAP, I must verify my enrollment monthly with the VA by visiting the VA website at www.gibill.va.gov. Click "Verify Attendance (WAVE)". Or, I can call 1-877-823-2378.
- VA benefits **may be discontinued if I fail to maintain satisfactory academic progress or satisfactory attendance** towards completion of my program of study. I further understand that "Incomplete" (I) grades must be completed by the end of the following semester, or VA benefits may be reduced or interrupted.
- The information contained in this form is true and correct to the best of my knowledge.

Signature: _____

Date: _____



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VA Certification Request Form

Semester: (circle one) FALL SPRING SUMMER
Year: _____

NAME: _____ T#: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone#: _____ TCTC Email: _____

Current Veteran Status: Veteran Active Duty
 SC National Guard/Reserves Dependent

Your benefit type (you can list either Chapter # if known or title of benefit):
Chapter # _____ / Title: _____

**If you are CHAPTER 35 (Dependent), what is the VA Claim #: _____

DID YOU CHANGE YOUR MAJOR? _____

**IF YES, did you do the official paperwork through the TC Central? YES NO

COURSE INFORMATION (MAT 102, ENG 101, etc.)	CREDIT HOURS (3, 6, etc.)	REPEAT? (Yes or No)	NOTES
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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