Grand Rapids Community College - New Student Veteran Checklist:

1. Apply for admission to GRCC
   - Go to Grand Rapids Community College Admissions website https://www.grcc.edu/admissions
2. Once you have been admitted to GRCC you will be required to attend orientation.
   - Go to Grand Rapids Community College Register for New Student Orientation website https://www.grcc.edu/students/orientation
3. Meet with an advisor.
   - Log into your Online Center, click on Navigate, then Make an Appointment.
4. Apply for financial aid. Complete FAFSA form
   - Go to www.fafsa.gov.
   - Financial Aid Dept. can assist with this if needed. They are located on the 1st floor in RJF Hall.
5. Arrange to have official transcripts sent to GRCC, in an unopened envelope, or electronically, for all colleges/universities/training that you have attended even if you don't think any credit will transfer. This is a VA requirement. Transcripts become unofficial if opened by someone other than GRCC staff.
6. Arrange to have Official Military Transcripts sent directly to - Grand Rapids Community College. If you have them sent to you they will be Unofficial.

   Army, Navy, Marines, Coast Guard, National Guard, Reserve:
   - Go to jst.doded.mil.
   - Click on Register at the top
   - Create an account and log in
   - Click on transcripts up at the top
   - Click on #5 to Request official transcripts
   - In the box only type Grand Rapids then click on search. Grand Rapids Community College will appear below. Click on it
   - Verify the information and check the box.

   If you receive a message "Unable to locate your personnel record" verify that you entered all information correctly. If still unable to locate you can click on email jst@doded.mil at the top to let them know the system was unable to locate your personnel record. They will research and provide you with further instructions. Make sure you provide your first & last name, and last 4 of your SSN.

   Air Force: go to airuniversity.af.mil/Barnes/CCAF/Display/Article/803247.

7. Apply to VA for education benefits:
   - Go to the Veterans Affairs website https://www.vets.gov/
   - click on Education Benefits
   a. If never applied before click on Apply for Education Benefits
      - Form 22-1990 (vet), 22-1990E (Post 9/11 transfer), or 22-5490 (dependent of disabled vet)
         o click on Apply for Benefits
         o click on Get Started
         o complete the form
         o submit
         o **print the Confirmation page (this is important we will need this)**
   b. If already used at a different school - Change Program/Place of Training (Updating my current education benefits)
      - Form 22-1995 (vet or Post 9/11 transfer) or 22-5495 (dependent of disabled)
         o click on Manage Benefits

- o click on Continue
- o complete the form
- o submit
- o **print the Confirmation page (this is important we will need this)**

8. Once registered in classes bring the following to the VA Coordinator:

- Copy Certificate of Eligibility letter received from the VA
  OR
- Confirmation Page from your application for benefits.
- We will review the Veterans Responsibility form and the Record of Previous Education at that time.