

Checklist for Dependents

#1 - Find your DD 214 of your veteran or military member

Take admissions test (if required)

- Take ACT or any test required for programs you are interested in.
- Visit www.actstudent.org for more information about the ACT as well as testing times and locations.

Apply for admission

- Go to http://www.clcmn.edu/admissions/to_online_application.htm and follow step-by-step process.

Send official transcripts

- Have official transcripts from previous college level coursework, including military training, sent to the registration office.

Obtain important documents

- See your country VA rep to file any claims, transfer benefits, obtain copies of military records and ensure the veterans DD 214 is filed in your county.
- Obtain death certificate, reports of accident or death and any transfer of benefits if applicable.
- Obtain disability rating documents if applicable.

Apply for financial aid

- Complete the Free Application for Student Aid (FAFSA), found online at www.fafsa.ed.gov and visit our financial aid website at: <http://www.clcmn.edu/financialaid/>
- FAFSA determines your eligibility for low/no interest student loans as well as state/federal grants.
- Make sure to report any veteran/military benefits you will be receiving.
- Financial aid is initially based off of your previous year's earnings. Gather your W-2 statements. If this doesn't accurately reflect your income at the time you will be taking classes, make sure to complete a financial aid appeal at your college to have your award reassessed.

Search for scholarships

- There are many scholarships available to veterans dependents and students, visit our website at: <http://www.clcmn.edu/foundation/>
- Visit www.mymilitaryeducation.org or contact the Veterans Resource Center on your campus for a listing of military related scholarships.

Take placement tests (if required)

For more information visit <http://www.mymilitaryeducation.org>

Register for classes

- Register online or at the college. Visit our online services at: <http://www.clcmn.edu/registration/>

Contact a school advisor for detailed information on our programs or your Veterans Resource Coordinator.

Research Benefits by using this flow chart:

http://www.mnveteranservice.org/documents/flowchart/select_branch.php

Apply for benefits/ VA Educational Benefits (See the veterans resource center now!!!)

Depending on your veteran's time and type of service, residency, and other factors, you may be eligible for all or some of the following. Check with the Higher Education Veterans Programs Regional Coordinator for a one-on-one benefit consultation.

Apply online at www.gibill.va.gov or through the Certifying Official. If you apply online, make sure to check with your Certifying Official regarding any other paperwork that may be needed.

**GI Bill online application, go to: https://www.ebenefits.va.gov/ebenefits-portal/ebenefits.portal?_nfpb=true&_portlet.async=false&_pageLabel=ebenefits_myeb_vonapp1

Notify your campus Certifying Official of any changes in your status. Provide DD 214, application and eligibility documents to your certifying official.

NOTE: Always notify your certifying official whenever you change a class or program!!!!

Minnesota National Guard – State Tuition Reimbursement

Available to members of the Minnesota Army and Air National Guard, as well as spouses under certain circumstances.

Contact your regional coordinator to complete a statement of understanding, required obligation and direct deposit paperwork with your unit education specialist prior to starting classes.

NOTE: Turn in your grades and fee statements to your unit or regional coordinator after each semester. Reports must have name and student ID on them.

Attending College

▫ Pass classes and for some benefits you need 3.0 or higher GPA.

▫ Update Certifying Official of any changes in courses, programs or status.

▫ Ask for help with tutoring, benefits or any other issues. Visit the Ace Center:

<http://www.clcmn.edu/ace/> or get free online tutoring at: <http://www.tutor.com/military>
