

Checklist for Veterans and Current Service Members

#1 - Find your DD 214

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

- Visit www.mymilitaryeducation.org for information about obtaining your military transcript. Click on Military FAQ's and enter 1002 into the "Search by Keyword" section and hit "Search."
**Army Transcripts go to: <https://aartstranscript.army.mil/RequestTranscript.aspx?reqtype=ot>
- Have official transcripts from previous college level coursework, including military training, sent to the registration office.

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 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 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.

Minnesota GI Bill

Minnesota residents who served on active duty after 9/11/2001 or those who have not served on active duty but served at least 5 years in the National Guard/Reserves may be eligible for this benefit.

Student must attend participating Minnesota public or private institution.

Some dependents/spouses are eligible.

Pays up to \$1,000/semester for a full-time student or \$500/semester for a part-time student for a \$10,000 lifetime max.

Applicants must first submit a FAFSA at www.fafsa.ed.gov.

Visit www.getreadyforcollege.org/military for more information or to apply.

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

Federal Tuition Assistance

Available to active duty members and some members of the National Guard and Reserve.

Check with your unit for eligibility and application procedures.

Apply early, money for this program can run out!

<https://www.goarmyed.com/login.aspx>

Upload your DD 214, Degree plan found in your e-services, under Interactive Degree Audit, (print and upload in go-army ed) and the statement of understanding signed by you and your company commander for E6 and below.

NOTE: You need to request TA 2-3 weeks prior to start of any new classes. Grades must be uploaded after each semester in go army ed.

Minnesota National Guard – State Tuition Reimbursement

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

If you are actively drilling, complete statement of understanding, required obligation and direct deposit paperwork with your unit education specialist prior to starting classes.

□ If you have deployed and are now out of the military, you may qualify for the Extended State Tuition Reimbursement Program. Contact a Regional Coordinator for further details.

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>
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