

Steps to Get Started

6 Simple Steps to Start Using your VA Education Benefits at SCC

Step 1 – Become a student at SCC

- Apply for admission to the college online at www.sccollege.edu

Step 2 – Complete Core Services for New Students:

- Take the Placement Test (*prior placement test can be provided to Admissions & Records Office if taken in the last two years*)

- Attending Counseling Orientation Workshop online or in person

- Submit Official Academic Transcripts from Previously Attended Colleges

- In accordance with VA regulations, all veteran students using VA educational benefits are required to submit official academic transcripts from all previously attended colleges for evaluation by SCC Admissions & Records Office. Failure to provide academic transcripts may result in an overpayment to the VA in which the student will be liable to repay. Please have official/unofficial transcripts ready for your academic counseling appointment (see below*).

- Obtain an Educational Plan (Ed Plan)

- All students must schedule an appointment with the Counseling Office (714) 628-4800 to create a Comprehensive Educational Plan (Ed Plan). You must submit your Ed Plan to the VSO for certification (see step six). Only courses on the Ed Plan will be certified to the VA for educational benefits.
 - **To complete an accurate Ed Plan, academic counselors require all official academic transcripts from previous colleges. If you provide your academic transcripts after you meet with an academic counselor, you must obtain an updated Ed Plan once your transcripts have been evaluated by Admissions & Records.*

Step 3 – Register for Classes

- Apply for Priority Registration

- You can submit a Priority Registration Request Form to the VSO along with your DD214, member 4. Please review the eligibility requirements on the request form and the Priority Registration Policy outlined in the General Information packet prior to submitting your request. New students must complete the required core services (step 2) and current students must maintain satisfactory academic progress (see Admissions & Records policy) to maintain eligibility. Dependents of veterans are not eligible for priority registration.

- Log on to your student Web Advisor to register for classes online.

Step 4 – Apply for VA Educational Benefits

- Submit your application for VA Educational Benefits and list SCC as your place of training:

- If you are a veteran applying for VA Educational Benefits for the first time, apply at www.vets.gov
- If you are a veteran transferring your VA Educational Benefits to SCC, update your school at www.ebenefits.va.gov
- If you are a spouse or dependent of a veteran applying for VA Educational Benefits, apply at www.ebenefits.va.gov

Step 5 – File a Free Application for Federal Student Aid (FAFSA)

Submit your Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov

- In accordance with SCC's Drop for Nonpayment Policy, all students (including veterans) are required to pay educational fees within 3 days of registering for classes. Even if the VA is expected to pay your tuition and fees, it may take up to two months after you are certified for the VA to submit the payment to the school. Contact the VSO with any questions or concerns about tuition and fees
- By submitting your FAFSA, you are applying for both federal and state aid that can help cover the cost of education. For eligible California residents, this may also include the Board of Governors Fee Waiver (BOGW), which waives the unit fees and prevents students from being dropped for non-payment.

Step 6 – Submit your documents to the VSO in A-210

DD-214, member 4 for veterans

Education Plan (see step 2 for more information)

Certificate of Eligibility (COE) – it is recommended that students submit to VSO

Student Rights and Responsibilities

Chapter 31 Only – Must submit Form 1905 from your Voc Rehab Counselor

Certification Request Form

Each semester after registration, veteran students must submit the Certification Request Form to the VSO in order to use their VA educational benefits for that term. **Note:** Continuing students at SCC only need to submit this form every term they wish to use their benefits.

SCC Campus Resources

SCC Department	Services Offered	Phone	Location
Academic Success Center	Assist students to improve their academic skills in reading, math, study skills, and note taking.	714-628-4830	D-209
Admissions & Records	Helps with registration, student records, and academic policies.	714-628-4901	E-101
Bookstore	Purchase books, snacks, and school supplies.	714-628-4736	A-101
Career Services	Assist students with career research, resume writing, and interviewing skills.	714-628-4805	D-106
Cashier's Office	Pay for classes, purchase parking decals, and get a student I.D. card.	714-628-4727	E-102
Child Development Center	A full day comprehensive developmental early childhood education program on campus for children 18 months to 5 years of age.	714-628-4890	C-1
Counseling	Offers educational planning services.	714-628-4800	D-106
Disabled Students Programs & Services (DSPS)	Provides instructional support services and academic accommodations to students with verifiable disabilities.	714-628-4860	E-105
Extended Opportunity Programs and Services (EOPS)	Provides specialized assistance to students who need additional support due to financial and educational challenges.	714-628-4915	E-108
Financial Aid	Assists students with application for Federal and State student aid.	714-628-4876	E-104
First Year Support Center	Provides new students hands-on support with the application process, class registration, and understanding the student portal.	714-628-5085	E-307
Lorenzo A. Ramirez Library	Research and resource materials are available to students. Provides workshops to develop research skills.	714-628-5000	Library
Math Study Hall (MaSH)	Instructor and student tutors are available to help with math courses.	714-628-4965	U-80
Scholarship Program Office	Assists students with the scholarship application process.	714-628-4793	A-210
Science Teaching and Resource (STAR) Center	Provides academic support for students enrolled in science courses.	714-628-4893	B-203
Student Health & Wellness Center	On-campus physicians and psychological services are available by appointment. Registered nurses are available during all hours of operation on walk-in basis to enrolled students who have paid the health fee.	714-628-4773	T-102
Testing Center	Offers placement testing for English, American College English, math, reading and chemistry.	714-628-4985	E-302 N
Transfer Success Center	Provides resources, services, trained specialists and counselors to assist students who are preparing to transfer to a four-year college or university.	714-628-4865	D-104
Tutoring Center	Offers free tutoring for a variety of classes.	714-628-4791	D-208