CWID_____ NAME_____

De Anza College

Veteran Services Office Intake Checklist
www.deanza.edu/veterans

Steps to Enroll with VA Benefits   ☑ Check off each box upon completion

Apply for Financial Aid   FAFSA School Code 004480

☐ https://studentaid.ed.gov/sa/fafsa

Apply for Admission to De Anza

☐ **Apply Online**
- After you receive your De Anza welcome letter with your student ID number, try your first-time MyPortal login
- How to report a problem: If the CCCApply application or your MyPortal login do not work as described, please fill out the A&R Help Form

Apply for VA Educational Benefits

☐ **Complete the online application (va.gov)**

Order Transcripts   If unable to connect to website, try a different browser

☐ Order transcripts from all colleges that you previously attended
Request your Joint Services transcript at this link:
https://jst.doded.mil/smart/welcme.do

Complete the Assessment Process

☐ Check your placement
- If you completed English/ESL, Math, Chemistry or Biology courses at another college or received qualifying scores on high school AP exams, see How to Request Prerequisite Clearance

Complete Orientation

☐ Visit New Student Orientation for options.

Email Intake Check List upon completion, including required documents to:

☐ **Veteran Services Help**

☐ Certificate of eligibility/Status of benefits

☐ DD-Member 4; N.O.B.E.(Reservists Only)

Please list Official Transcripts Ordered

_____   _____

_____   _____

_____   _____

Veteran Services Office Only

☐ **VSO Intake Checklist**   ☐ **FAFSA Completed**

☐ **Student Responsibility**   ☐ **SGASADD**

Revised 08/09/2021 sgp