



Veteran Benefits – College of San Mateo Student Application Process for Basic Academy



You must complete steps 1-3 before contacting The Academy's Business Services Coordinator, Shirley Andre, 408/270-6488.

- 1) Take and pass Law Enforcement [Entrance Assessment Exams](#) at The Academy.
- 2) Complete [CSM online college application](#) and wait to receive your CSM Student ID Number (you will need this for Step #3 when you call Ms. Andre).
- 3) Phone in your course deposit to The Academy and speak with Ms. Andre.
- 4) Complete the VA application for benefits at www.gibill.va.gov; scroll down and click on Apply for Benefits. Be sure to print two copies of the completed application: one for your records and one for the CSM Certifying Official – OR – provide a copy of your VA Certificate of Eligibility.
- 5) Obtain a copy of your DD214.
- 6) Complete the [Enrollment Data Request \(EDR\)](#) and [Statement of Responsibility](#).

Present all documents to the VA Certifying Official at CSM, located in Building 10, 3rd floor, Admissions & Records. **If any of the above items are missing,** the VA Certifying Official will not be able to certify you.

Military Benefits Information: Want to know how you can get a copy of your DD214 online as well as other benefits available to veterans? The following website should be added to your favorites: <https://www.ebenefits.va.gov/ebenefits-portal/ebenefits.portal>. Once you register you will be able to track all of the benefits available to you as a veteran...loans, health information, dependency benefits, etc.

BAH Calculator: <http://www.defensetravel.dod.mil/site/bahCalc.cfm>

Certifying Officials:

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Veteran Center (VROC) Contact:

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