



Veteran Benefits – Evergreen Valley College Student Application Process for Basic Academy

In order to receive Veterans Benefits, all Veteran Students are **required** to complete an Educational Ed Plan (this is in accordance with Veterans Administration policy).

➔ You must complete steps 1-6 before making an appointment with the VA Counselor:

- 1) Take and pass Law Enforcement [Entrance Assessment Exams](#) at The Academy.
- 2) Pay the course deposit to The Academy and complete the [EVC College Registration Form](#).
- 3) Complete the VA application for benefits at www.gibill.va.gov; scroll down and click on Apply for Benefits.

Transferring/current VA students: Complete form 1995VA on www.gibill.va.gov; make a copy and submit the original with remaining documents listed here.

- 4) Secure official transcripts from **ALL** colleges you have attended. These must be in **ORIGINAL, SEALED ENVELOPES** and you must be able to turn in all of them at your VA Counselor appointment. Start this process early -- it takes four-six weeks, depending on your previously-attended college(s), whether within CA or out-of-state. In lieu of transcripts, you must sign a statement of no previous college units.
- 5) Obtain Proof of Service ([DD214](#)) and other proof of VA eligibility.
- 6) Complete [Veterans Benefit Request Form](#) for **each** school term.

Schedule appointment with VA Counselor Gam Nguyen (408-270-6474 or 6475).

Return completed package to Tiffani Lam in Admissions and Records (408-270-6430); Fax: 408-223-9351).

If any of the above items are missing, the VA Counselor will not be able to complete your Education Plan. Your enrollment will not be certified without the appropriate completed Education Plan as required by the VA.