MJC Veteran Spring 2016 Enrollment Checklist

Veteran priority registration steps: **CORE STEPS must** be completed by October 9, 2015 for Spring to be granted priority registration.

- **Step 1:** **Apply for Admission (CORE STEP):** Apply online at [http://www.mjc.edu](http://www.mjc.edu) if you are a new student or have not attended MJC within the last year.

- **Step 2:** **Proof of Military Service (CORE STEP):** Submit to the MJC Veterans Office a copy of your DD-214 (member 4) to establish priority registration. If you have not attended MJC for more than one year you must reestablish your priority registration with the MJC Veterans Office. **Spring 2016** semester priority registration is **October 30th**.
  To request a copy of your DD-214 go to: [www.archives.gov/veterans/](http://www.archives.gov/veterans/)

- **Step 3:** **Placement Assessment Testing (CORE STEP):** Assess for Math and English, if applicable. Complete this step if you have not taken any Math and/or English classes for college credits. For test dates call the testing center at 209-575-7728 or visit: [http://www.mjc.edu/studentservices/enrollment/testing](http://www.mjc.edu/studentservices/enrollment/testing)

- **Step 4:** **College Orientation (CORE STEP):** Complete orientation online or in person. The online orientation is available at the following link:

- **Step 5:** **Educational Planning (CORE STEP):** Develop a semester plan with a counselor on a walk-in basis or by attending a new student group advising session. Call the Counseling office at 209-575-6080 to schedule the advising session or visit their website for walk-in days and times:

- **Step 6:** **Official Transcripts (CORE STEP):** If Math and/or English courses were taken at a previous college. Send previous college official transcripts to MJC Enrollment Services, 435 College Ave. Modesto, CA 95350. After transcripts have been received by MJC complete and submit a transfer work evaluation request form to the Evaluations Office, SSB Rm 110 or visit: [http://www.mjc.edu/studentservices/documents/transferworkevaluationrequest0813.pdf](http://www.mjc.edu/studentservices/documents/transferworkevaluationrequest0813.pdf)
  Army, Coast Guard, Marine Corps, and Navy transcripts, request online through Joint Services transcripts go to: [https://jst.doded.mil](https://jst.doded.mil)

- **Step 7:** **Apply for VA Educational Benefits:** Apply through VONAPP [www.gibill.va.gov](http://www.gibill.va.gov) (Veterans Online Application): For assistance, call VA Education Benefits Dept. 1-888-442-4551

- **Step 8:** **Apply For Student Services Programs:**
  - **Financial Aid:** Complete the FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov)
  - **Disability Services:** Call 575-6225 or go to SSB Room 112 for an application if applicable

- **Step 9:** **Registration:** Register for classes online at:
  [https://piratesnet.mjc.edu/WebAdvisor/WebAdvisor](https://piratesnet.mjc.edu/WebAdvisor/WebAdvisor)

- **Step 10:** **Start VA Benefits at MJC Veterans Office:** Once enrolled in classes return to the MJC Veterans Office for certification of VA Benefits. Obtain the Declaration of Enrollment Form from this office, complete to finalize VA Educational benefits.

MJC Veteran Services 435 College Ave., Modesto CA 95350
Student Services Building Room 200 (209) 575-6017