

1 Apply for your Veterans Educational Benefits

Fill Out appropriate application at <https://www.vets.gov/education/apply-for-education-benefits/application/1990/introduction>

Print a copy of your application and bring to the VA Orientation. If you already have a Certificate of Eligibility, (COE) please bring that with you.

If you have a COE but cannot access it, log into or create an account with E-Benefits via <https://www.ebenefits.va.gov/ebenefits/homepage> print it and bring it with you.

If you are transferring your benefits from another educational institution, please be advised that you must resubmit all VA documentation to Cascadia, as requested, to start your file and begin using benefits here.

2 Apply for FAFSA

Complete the free [Application for Federal Student Aid \(FAFSA\)](#) form to see if you qualify for federal aid, grants, scholarships, loans etc. It is free to apply and completing the FAFSA does *not* mean you need to apply for any federal loans.

3 Apply online for Admission to Cascadia at <https://apply.ctc.edu/user>

4 Attend the VA Orientation with the Veterans Academic Advisor

The VA Orientation is required to set up and use your VA benefits at Cascadia.

To schedule your VA Orientation, email veterans@cascadia.edu.

5 Submit the following documentation at VA Orientation

→ If you are **Chapter 30, 31, 33**, submit the following:

Certificate of Eligibility (COE)

Copy of DD-214, Member 4 version

Copy of VA form 28-1905 signed by VA case manager (Ch. 31)

→ If you are **Chapter 35 (survivors and their dependents)** and/or **Transfer of Eligibility (TOE) Chapter 33**, submit the following:

- Certificate of Eligibility (COE)
- Copy of the veterans DD-214, Member 4 version
- Transfer of Eligibility (TOE) if applicable
- Copy of the 100% totally and permanently disabled letter from VA

→ If you are **Chapter 1606/1607 (select reserve/REAP)**, submit the following:

- Certificate of Eligibility (COE)
- Tuition Assistance Form
- NOBE (Notice of Basic Eligibility) from Commanding Officer or Educational Services Officer

6 Request Official Transcripts of ALL prior education

This **includes** transcripts from prior **colleges, universities, and military training** from **before, during, and after active duty**.

→ Requesting your **military transcripts**:

- Army, Coast Guard, Marines, Navy** transcripts from <https://jst.doded.mil/jst/>
- Air Force** transcripts call (334) 649-5066 or DSN 749-5066 or online order from

<https://www.airuniversity.af.edu/Barnes/CCAF/Display/Article/803247/community-college-of-the-air-force-transcripts/>

→ List prior colleges or universities: _____

→ **Send Official Transcripts to:**

Cascadia College
Enrollment Services
18345 Campus Way NE
Bothell, WA 98011

NOTE: All official transcripts must be submitted to Cascadia College before the end of your first quarter of enrollment. Cascadia reserves the right to request official transcripts prior to the start of the quarter, if deemed necessary. No further benefits certifications will be sent to VA if this requirement has not been fulfilled as requested by the college.

- 7 Complete the **Transcript Evaluation Form** [online](#)
- 8 For **Washington residents only**, submit the **Veterans Tuition Waiver Request Form and proof of Washington residency** such as driver's license, utility bill, or rental agreement. Veterans Tuition Waiver Request Form is available at:
<https://www.cascadia.edu/current/vets.aspx>
- 9 Take the **Accuplacer Placement**
- See link for information on **Accuplacer** at <https://www.cascadia.edu/apply/placement.aspx>
- Accuplacer is waived if you submit transcripts showing successful completion (2.0 or above) of college-level English or math (note: math must be taken within the last 24 months).*
- 10 Once registered for classes, **submit the following** to the **VA Certifying Official**
- All Chapters:**
- Complete the online [Veterans Quarterly Enrollment Form](#)
- The **Veterans Quarterly Enrollment Form** must be completed **every quarter** once your schedule is finalized and can be found at:
<https://www.cascadia.edu/current/vets.aspx#VetQuarterlyInfoForm>.
- Chapters 30, 1606, 1607:**
- Verify your enrollment on the last day of each month you are attending classes at
<https://www.gibill.va.gov/wave/index.do>

All Chapters: Below is important information about the most **Frequently Asked Questions** about benefits.

Audits, Withdrawals, Non-Required Courses, and Repeats

The law prohibits payment for auditing a course or payment for any course for which a grade assigned is not used in computing graduation requirements. This includes repeats of grade of "D" or better (unless a higher grade is required); withdrawals; and courses which are not applicable for your declared degree objective. **This does not apply to repeats of required courses which you have failed.** If you are not sure, please contact the VA Certifying Official before repeating a course.

Continue to next page for more [Frequently Asked Questions](#)

Remedial and Deficiency Courses

Remedial and deficiency courses are typically intended to assist individuals in overcoming weaknesses in particular areas of study at the secondary school level. Often, institutions will require the completion of certain deficiency courses without granting credit toward graduation. Basic English language or mathematics courses are authorized only when the need for training has been established by accepted testing methods (Accuplacer placement scores).

Remedial and deficiency courses may not be taken in an online format.

Note: CHAPTER 30, 32, and 33 Participants

The student's entitlement will be charged for pursuit of these types of training. These courses are: **MATH 75, MATH 85, MATH 95** and/or **ENGL 95**

Veterans Satisfactory and Academic Progress

All students receiving DVA Educational Benefits are required to maintain Satisfactory Academic Progress (SAP) according to published standards established and enforced by the College.

Title 38, United States code, Sections 1674 and 1724 requires that education assistance benefits to veterans and other eligible persons be discontinued when a student ceases to make satisfactory progress towards completion of his or her training objective.

Therefore, Cascadia's Certifying Official will discontinue certification and will inform the DVA of this action.

Cascadia College is an equal opportunity institution and does not discriminate.

See full statement at:

www.cascadia.edu/nondiscrimination

All Cascadia materials are available in alternative formats and can be requested by contacting the Human Resources office.

To request disability accommodations for student events, please contact [Student Accessibility Services](#) at 425.352.8128 or accessibility@cascadia.edu at least ten days prior to the event.