
Checklist for Veterans

1. Apply for VA benefits at www.vets.gov. The VA will mail your Certificate of Eligibility to you. You can also print a Statement of Benefits at vets.gov. Processing time can be up to 30 days.*†
 2. Complete Residency Determination Service at <https://ncresidency.cfnc.org/residenceinfo/>. Your admission application cannot be submitted without first obtaining your RCN.
 3. Apply for admission to Blue Ridge Community College at blueridge.edu/admissions and be accepted into an approved program.
 4. Submit official high school or High School Equivalency (GED) transcript to the Registrar's Office.
 5. Submit all prior college and joint service transcripts to the Registrar's Office. These must be evaluated for transfer credit before your eligibility can be certified. Foreign transcripts will need to be translated by an approved educational translation service before being evaluated.
 6. If you have completed high school/GED more than 10 years ago, take placement testing. Find out more at blueridge.edu/placement-testing.
 7. Provide the VA School Certifying Official (SCO) with your Certificate of Eligibility/Statement of Benefits and your DD214.**
 8. Complete the BRCC Veterans Affairs Student Contract with the SCO.
 9. Meet your academic advisor to select classes and register for your first semester at BRCC. Then, notify the SCO once this process is complete.
 10. The VA will send you an email once your courses have been certified each semester.
 11. Pay tuition and fees (except Chapter 33 Post-9/11 and Chapter 31 Voc-Rehab recipients). This can be done at the Cashier's Office (Sink Building) or online at blueridge.edu/paymentplan***
 12. It is strongly recommended that you complete a FAFSA (Free Application for Federal Student Aid) at fafsa.gov. You could be eligible for additional funds such as federal and state grants in addition to your VA benefits.
 13. VA students are strongly encouraged to apply for BRCC Educational Foundation Scholarships. There are scholarships specifically for Veterans. Go to blueridge.edu/scholarships.
- * Disabled Veterans: Chapter 31
Disabled veterans attending under Vocational Rehabilitation must have the approval of a counselor at the DVA before payment of benefits will be authorized. Approval is sent to the SCO through Tungsten.
- † Tuition Assistance (TA)
Service members wanting to use Tuition Assistance (TA) must first speak with their Educational Services Officer (ESO) or counselor within their Military Service prior to the start date of the course. The Military TA is approved on a course-by-course basis and only for the specific course(s) and class dates that a Service member requests. If a course(s) is not approved by the Military, then the Service member will be solely responsible for all tuition and fee costs, not the Service.
- **Selected Reserve and National Guard: Chapter 1606 and 1607
Provide a notice of basic eligibility (N.O.B.E.) from your unit to the SCO.

For more information and assistance, please contact:

Max Mauney, VA School Certifying Official
Phone 828.694.1815 Text 828.600.4955
Email: m.mauney@blueridge.edu
Henderson County Campus- Sink Bldg. Room 130