



Veterans Success Center
5100 Sierra College Boulevard, Rocklin, CA 95677 | Room LR-424
(916) 660-7470 | veterans@sierracollege.edu

Sierra College Chapter 35 Matriculation

Required Steps

- Apply to Sierra College.
- Log into mySierra account to complete online orientation.
- Apply for VA Educational Assistance.
 - Visit <https://www.va.gov/education/how-to-apply/> and click on the green **Find your education benefits form** button under the **How do I apply?** section.
 - The form that appears beneath the button will guide the dependent to the appropriate form to use.
 - Form 22-5490 if applying for their benefit for the first time.
 - Form 22-5495 if changing benefit to Sierra College from another school.
 - When prompted to enter the details for the school being attended, Sierra College must be specified.
- Complete INDOC requirements in the Veterans Success Center (VSC) email.
 - Provide Certificate of Eligibility from the Department of Veterans Affairs (VA) to the VSC.
 - Provide official transcripts from institutions attended other than Sierra College.
 - Payment will not be disbursed unless transcripts have been received.
 - Check residency status.
 - Set up counseling appointment.
- Attend counseling appointment for education plan.
 - In order to receive GI Benefits, education plans must be written by a veteran counselor
- Register for classes.
- **Most Important Step: Certify classes by visiting:**
 - <http://www.sierracollege.edu/veterans>
 - Click on the "CERTIFY NOW" button for the appropriate semester.
 - **Waitlisted classes cannot be certified. Wait to certify if waitlisted.**
 - Changes to schedule
 - Recertification is required if you have already certified your classes and you make changes to your schedule.
 - Multiple changes in courses/certifications increases the likelihood of complications with VA process and a delay in payment.

Additional Information

- **Debt**
 - **We strongly recommend that if you are not positive what effect changing your classes will have on your benefit, that you contact us at veterans@sierracollege.edu to either speak to a counselor, or a Veteran Success Center representative.**

- If you drop your classes, there is a significant chance that you will owe the VA.
 - For example, if you drop from 12 units to 9 units, you will owe the difference in BAH in addition to tuition and fees for the class(es) dropped.
 - If you drop from 15 units to 12 units, there will be no debt since you are still a full-time student.
 - Dropping below the payable amount will result in significant debt.
 - For example, dropping from 12 units to < 6 units will cause a debt for all payments received.
- If you receive an F grade for nonattendance, you will owe the VA both BAH and class registration dues.
 - An earned F does not require repayment.
- Additional information can be found below.
 - [What causes debts with VA Education Programs?](#)
- Special Conditions
 - You **must** pay for tuition within 10 days of registration, otherwise you will be dropped from your classes.
 - Two Years Free Status
 - FAFSA-BOG Covers tuition.
 - Payment plans are available.
- Promptly notify the office if there are any changes to your phone number.
 - If there are issues with your paperwork and we cannot contact you, you will not be paid until the issues are resolved.
- After certification process is completed, it may take up to 30 days to receive payment.
 - First payment is the month AFTER semester starts, prorated for portion of month.
 - Sliding pay scale for less than full time over 7 units.

Dependent Educational Assistance Effective October 1, 2020				
Full Time	¾ Time	½ Time	< ½, > ¼ Time	< ¼ Time
\$1,265.00 Monthly	\$1,000.00 Monthly	\$734.00 Monthly	\$734.00 Single Payment	\$316.25 Single Payment

- Dependent can choose classes from general education.
- Changing majors under mySierra does NOT change your Veteran Education Plan which is what determines your payable classes.
 - If you want to change your major, you must meet with a veteran counselor. Email veterans@sierracollege.edu to set up a counseling appointment.
- Use caution when using Degree Works, especially if you have transcripts from other colleges.
 - Meet with a counselor or peer mentor if you are not sure what you are doing.
- ASSC Sticker + Student Representation Fee
 - The VA does not pay this fee under any benefit and if unpaid it will result in a hold.
 - To decline benefits of the ASSC Activity Sticker and Student Representation Fee:
 - Login to your [mySierra](#).
 - Click on Payments/Refunds/Tax Forms.
 - Click on Decline Benefits of ASSC Sticker or Student Representation Fee.
 - You may need to log back into mySierra, click “Home”, and repeat the previous steps.
 - Click on the Opt Out button toward the bottom of the screen, repeat the steps for the Student Representation Fee.