



Steps for Receiving the GI Bill Educational Benefits

Previous Benefit User Checklist

- Apply to RCC at www.rcc.edu
- Complete any required Assessment Testing & Orientation/Counseling
- Apply for Financial Aid if eligible at www.fafsa.ed.gov
- Choose a VA approved program of study. Listing available at: www.gibill.va.gov .
VA approved transfer programs available to view at: www.assist.org .
- Complete the 1995/5495 required form and turn it in to RCC Veterans' Services:

Chapter 30/33/1606/ REAP 1607

Form 22-1995 - Request for Change of Program or Place of Training

Or

Dependents/Spouse –Chapter 35

Form 22-5495 – Request for Change of Program or Place of Training

Attention: These forms are available to print at www.gibill.va.gov or in paper form at RCC Veterans' Services.

- Request **all** transcripts be sent to RCC: Military All previously attended colleges High School

Note: Transcripts must be official, sealed, and printed less than 90 days ago.

Have your transcripts sent to: **RCC Incoming Transcripts, 4800 Magnolia Ave, Riverside, CA 92506**

- Check if your transcripts have been received by RCC. Go to www.rcc.edu , and log on to Web Advisor. Look under *Transcripts Received* to see if your transcripts have reached us. **Your user name is your initials and student ID#, Lisa Jones (example L J 3 0 3 0 3 2 0). Your initial password is your 6-digit birth date (example 060378).**

- Call RCC Veterans' Services at 951-222-8607 once all transcripts have been received by RCC and request to start the evaluation process; you must notify them of your intended Program of Study.

Note: The evaluation process will take approximately 2 weeks.

- Set- up an appointment with the RCC Counseling office to meet with a VA Counselor by calling (951)222-8440 for Riv, (951) 571-6104 for MoVal, or (951) 372-7101 for Norco Campus. Make the appointment two weeks ahead so that there is time to have your transcripts evaluated. You will be meeting to have your VA Student Education Plan (SEP) prepared for your VA approved program.

- Register for courses listed on your VA Student Educational Plan (SEP) via Web Advisor. To find out your registration date log in to Web Advisor at www.rcc.edu.

- Turn in a Blue Sheet (Veteran's Statement of Responsibility) after you are enrolled in classes. This must be done every term to request your benefits.

If you have any questions, call RCC Veterans' Services at 951-222-8607.