

# NHCC Military and Veteran Successful Start Guide

## Apply for Admission:

- Complete an NHCC Application for Admission available at <https://www.nhcc.edu/admissions-aid>. You will receive your Student/Tech ID after your application has been processed. If you have attended NHCC in the past, complete the Student Record Update Form available at [www.nhcc.edu/forms](https://www.nhcc.edu/forms) under “Records & Registration”
- For more information, email [admission@nhcc.edu](mailto:admission@nhcc.edu) or call Admissions at 763-424-0724

## Submit All (Including Military) Transcripts:

- Your military training may count for credit toward your degree.
  - Log into <https://jst.doded.mil/>, click “REQUEST OFFICIAL JST”, type in and select “North Hennepin Community College”, check off the consent statement, and click “SEND JST TRANSCRIPT”
- Request an official transcript from all other colleges you may have attended and have them sent to [transfer@nhcc.edu](mailto:transfer@nhcc.edu)

## Apply for Military/Veteran Education Benefits:

- GI Bill (Chapters 30, 31, 33, 35, and 1606)
  - Research the option that is best for your situation and apply online at <https://www.va.gov/education/>
  - After approved for any federal military education benefits and notification is received via mail or email, submit your Certificate of Eligibility (COE) or Notice of Basic Eligibility (NOBE) to the NHCC School Certifying Official (SCO)
    - Can be electronically scanned and emailed to [veterans@nhcc.edu](mailto:veterans@nhcc.edu) or physically brought to the School Certifying Official in Campus Center 234
- Federal Tuition Assistance (FTA)
  - Apply in the online portal for your branch; Army example: <https://www.armyignited.army.mil/>
- MN GI Bill: Information found here: <https://mn.gov/mdva/resources/education/educationbenefits/mngibill.jsp>
- For questions, email [veterans@nhcc.edu](mailto:veterans@nhcc.edu) or call 763-493-0573 to reach our SCO

## Register for Classes:

- Call NHCC Academic Advising at 763-424-0703 and ask to schedule an appointment with our Military Academic Advisor to ensure the classes you take are eligible for VA benefits
- Register with an advisor or online using eServices with your StarID and password
- Courses must be in your approved degree program according to your degree audit to receive military education benefits!
- For assistance in course planning, transcript review, and future goals, call NHCC Academic Advising at 763-424-0703 to schedule an appointment with the Military Academic Advisor
- After class registration is complete, fill out the Veteran Benefits Request Form
  - Find by clicking “Veteran’s Affairs” at <https://www.nhcc.edu/student-resources/forms>
  - This must be completed before classes begin every semester!

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## **Returning Student for Each Term:**

- Students using military education benefits are required to have an Academic Advisor review and/or authorize semester class schedules to ensure your classes are required for your degree program prior to VA certification
- Call NHCC Academic Advising at 763-424-0703 and ask to schedule an appointment with our Military Academic Advisor

## **Make Satisfactory Payment Arrangements:**

- Students with a Veteran Benefits Request Form on file will have tuition deferred while VA payment processing occurs. You may pay any leftover tuition and fees with cash, check, credit card, or payment plan.
- Make payment arrangements by the payment due dates at <https://www.nhcc.edu/calendar> to avoid having your registration canceled.
  - Note: Invoices for tuition are not mailed. GI benefits under Chapters 30, 31, 33, 35, or 1606 will have tuition automatically deferred while they are waiting GI Bill payments.
  - Students using FTA must still submit a Veteran Benefits Request Form to be deferred. Deferring tuition will hold your courses without having to set up a payment plan.