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| **1. Apply to the College Online\***   * New students, go to www.fullcoll.edu click on “Apply Now” * Continuing students, no need to re-apply * Returning students, if you were not enrolled in a Fall or Spring term you must reapply, go to www.fullcoll.edu click on “Apply Now” | **2. Online Orientation\***   * Available online, no appointment needed * Access the orientation through your myGateway account, under “Student Links” * For information, go to matriculation.fullcoll.edu/Orientation/orientation.htm |
| **3. Assessment Test\***   * To enroll in Math, English, Reading, ESL or Chemistry most students will need the assessment test. * Schedule an appointment to take the assessment test at assessment.fullcoll.edu. Must bring valid ID to appointment. * If you have taken college Math and/or English at another institution you must submit your transcripts to your counselor, in order to qualify for Assessment Test Waiver. For more information visit http://assessment.fullcoll.edu * Unofficial transcripts are acceptable for the counseling appointment. However, official transcripts must be submitted to Admissions and Records. (See step 4) | **4. Counseling Appointment\* Student Education Program Plan (SEPP)**   * A counseling appointment will only be made once steps 1-4 are completed and you have established a file in the VRC. Call 714-992-7102 or come into the VRC to make an appointment to see the veterans’ academic counselor. Bring unofficial/official transcripts at the time of your appointment. Official transcripts will be required prior to the start of your 3rd semester. * You are required to be on time for your appointment. If you are 5 minutes late your appointment will be canceled and considered a “no show”. After two “no shows” you will be required to see the Director of the VRC before rescheduling your appointment with the VRC counselor. * Two weeks before and two weeks after registration each semester, counseling in the VRC will be done on a walk in basis. |
| **5. Register For Classes\***   * New and returning students receive a registration appointment by email. * Go to mygateway.nocccd.edu to register for classes * Continuing students check "Continuing Student Registration Schedule" for your time and registration | **6. Apply For Financial Aid (All students should apply)**   * Fullerton College school code: *001201* * Apply online at www.fafsa.ed.gov each school year. * If denied, ask about the Special Conditions form. You may be able to prove your income has changed. * It is important to apply for financial aid as most veterans qualify for grant money. |

*\*The asterisk denotes the following – If you are planning to collect education benefits you MUST complete all students steps (\*) AND complete the following:*

**Collecting Education Benefits**

1. **Apply for G.I. Bill**

* (Form: 22-1990) Applications can be submitted online at: http://vabenefits.vba.va.gov/vonapp.main.asp.
* If you attended another school and received benefits there, you must go online to the GI Bill website and fill out a VA Form 22-1995, Request for Change of Program or Place of Training. Vets are more than welcome to come into the VRC and use our computers.

1. **Bring In DD 214**

* A DD 214 is required for priority registration.

1. **TURN IN REQUEST FOR CERTIFICATION (YOU MUST DO THIS EVERY SEMESTER IN ORDER TO BE PAID)**

* AFTER you have registered for classes, you must turn in your “Request for Certification” form into the VRC.
* If for any reason you enroll in a class that is *NOT on your SEPP*, you must first email the VRC counselor to make the appropriate updates, and then turn in an updated “Request for Certification” to the VRC.

1. **BRING IN LETTER OF ELIGIBILITY (as soon as you receive it)**

* This is the letter the VA will send you by mail once you have been approved for your GI Bill. If you changed schools, you will receive a new one once the VA approves any changes.

***Important***

* The Online Orientation, Assessment Test, and Education Plan (SEPP) must be completed to be eligible for PRIORITY REGISTRATION.