

## NEW STUDENT CHECKLIST:

- Apply for your VA Education Benefits by going to:  
<https://www.va.gov/education/how-to-apply/>  
*You will receive your VA Certificate of Eligibility Award Letter 4 to 6 weeks from application submission.  
For processing updates please call VA Education Call Center at 1-888-GI-BILL-1.*
- Apply to El Camino College by using this link:  
<https://www.elcamino.edu/apply.aspx>  
*It usually takes 24-48 hours to process your application.  
You will be sent your ECC email and **MyECC** account information after your application have been processed.*
- Access your **MyECC** account and take the ECC Orientation and the English & Math Survey.
- Complete the forms\* below and submit them to [eccvetcenter@elcamino.edu](mailto:eccvetcenter@elcamino.edu):
  - [Veterans Services – Student Intake Form](#)
  - [Responsibilities of the Veteran or Dependent](#)
  - [Military Priority Registration](#) (For veterans, services members and reservists only)
  - [Exempt Request](#) (For Chapter 33 Post 9/11 and Chapter 31 VR&E students only)*\*These forms can also be found at <https://www.elcamino.edu/support/resources/veterans-services/>*
- Students new to **Chapter 31 VR&E Program** must contact **Nina Bailey** at [nbailey@elcamino.edu](mailto:nbailey@elcamino.edu)  
*\*You must provide the name and email of your VR&E Counselor*
- Submit your DD-214 (Member 4) from your respective military branch and your VA Certificate of Eligibility once available.
- Schedule an appointment with the Veterans Counselor to create a **Veterans Educational Plan (VEP)**.  
You can schedule a meeting by sending an email to [eccvetcenter@elcamino.edu](mailto:eccvetcenter@elcamino.edu) or by calling 310-660-3486, Monday-Thursday, 9 am-4 pm.  
Please include the following information:
  - Student ID (7-digit number)
  - Phone number where you can be reached
  - Name of educational benefits being utilized
  - Reason: Other-first time student VEP*\* You must provide the counselor with transcripts from school(s) you have attended prior to enrolling to El Camino College*
- Sign both pages of your VEP and return it to your School Certifying Official (Contact information will be provided by the Veterans Counselor)
- Build your schedule of classes to register for courses under “Registration” in your **MyECC** account.
- Once enrolled in classes your will need to submit the form below to **request certification of enrollment**.  
**Certification is not an automatic process**; therefore, you must submit this form every semester or term:  
[https://elcamino.formstack.com/forms/student\\_information\\_request\\_for\\_certification](https://elcamino.formstack.com/forms/student_information_request_for_certification)
- Review additional funding for college. Please follow the links below for more information:
  - [College Financing Information](#)
  - [El Camino College Financial Aid Application Process](#)
  - [CALVET College Fee Waiver](#) (CA Program for dependents of veterans with service connected- disability)
- Make a Follow-up Appointment with a counselor to plan all courses in your VEP by sending an email to [eccvetcenter@elcamino.edu](mailto:eccvetcenter@elcamino.edu) or by calling 310-660-3485, Monday-Thursday, 9 am-4 pm.

For questions and additional assistance please contact our office at [eccvetcenter@elcamino.edu](mailto:eccvetcenter@elcamino.edu) or 310-660-3486. Our office is located at the Students Services Building Room 140. [View Campus Map](#).