



Veterans Resource Center
 855 North Vermont Avenue
 Los Angeles, CA 90029
 Phone (323) 953-4000 Ext. 2125
 Fax (323) 953-4040
 Email veteransaffairs@lacitycollege.edu

VETERANS RESPONSIBILITY CONTRACT

Demographic Information

Last Name	First Name		Middle Initial
Student ID 88 -	Date of Birth	Major	Branch of Service
Street Address	City	State	Zip
Email Address	Phone Number	SSN	

Certification Process Checklist

Check v	
	1. Apply for Education Benefits through eBenefits
	2. Complete and submit and LACC College Application
	3. Schedule to take the math and English Assessment
	4. Sign-up to attend a college orientation
	5. Meet with an Academic Counselor to develop an Educational Plan
	6. Complete the FAFSA application at fafsa.gov
	7. Register for classes
	8. Inform the VRC of any special needs for resources (e.g. book services, testing accommodations etc.)
	9. Access the college Email account

Documents Needed

Check v	
	1. Academic Transcripts for previously attended higher education institutions
	2. DD-214 member 4 (Chapter 30, 31, 33, and 1606)
	3. Proof of Course Registration – submit at the beginning of every term

Additional Information

- Only the courses listed on the Educational Plan (Except for PE, Health, and Personal Development) will be submitted to the VA for payment.
- Upon certification of course enrollment to the VA, the student will be notified by e-mail.
- It can take 6-8 weeks after enrollment certification to the VA to start receiving the monthly VA payment.
- A program major must be declared by the start of the second semester.

5. The monthly VA benefit amount is based on the number of credit hours enrolled during each semester, as follows:

Chapters 30, 31, 35, 1606, 1607	Chapter 33 Post 9/11 GI BILL
12+ Credit hours = Full time	12+ Credit hours = Full time *
9 - 11.5 Credit hours = 3/4 time	11 Credit hours = 90%
6 - 8.5 Credit Hours = 1/2 time	9 – 10 Credit hours = 80%
NOTE: Students must maintain full-time enrollment to receive benefits.	* Students who drop below 7 units will have to return funds back to the VA and could lose eligibility for education benefits

6. Any changes in enrollment or grade of “F” received at the end of each semester must be reported to the Veterans Resource Center immediately.

Certification

As a student utilizing my veterans’ benefits at Los Angeles City College, I understand that I may remain eligible for my benefits as long as I adhere to the above stated responsibilities. My failure to adhere to the Veterans Responsibility Contract could affect eligibility to receive veteran’s benefits.

I understand and agree to comply with the terms and conditions expressed in this Veterans Responsibility Contract.

Signature	Date
-----------	------