

ARC VA Educational Benefits Checklist – Chapter 31

- I. **ARC Application:** Available online at <https://www.arc.losrios.edu/>
- II. **FAFSA Application:** <https://studentaid.ed.gov/sa/fafsa>
- III. **ARC Orientation:** Available 24 hours after you receive your student ID number on CANVAS: <https://arc.losrios.edu/admissions/orientation>
- IV. **Provide transcripts from other colleges:** Unofficial copies can be used as a placeholder during your first semester. If you have college transcripts from other colleges, we must receive official copies by graduation/ completion of program.
- V. **Military document:** Provide a copy of your DD form 214 (member 4)
- VI. **Authorization/ PO sent by Vocational Rehabilitation Counselor:** An authorization/ PO sent by your vocational rehabilitation case manager is required in order to be certified for your benefits. Please contact your case manager if an authorization has not been received by our office. Once an authorization is sent, it can take up to 48 hours before we receive it. It will be your responsibility to pay for any unauthorized courses. If you plan to attend several colleges, each school is required to have an authorization from your case manager.
- VII. **Make an ARC counseling appointment for a VA educational plan:** The Department of Veterans Affairs mandates that students select an Educational Objective. Please contact the ARC Counseling Center for an appointment at 916-484-8572.
- VIII. **Enroll into classes:** Must be enrolled to be able to schedule certification appointment.
- IX. **Schedule a veteran's enrollment certification appointment:** If you plan to drop or add classes, do not schedule an appointment. Classes on the waitlist cannot be certified. Changes to your schedule after initial certification can cause delays in payments or overpayments with the Department of Veterans Affairs. **Notify the ARC Veterans Resource Center immediately if you make changes to your schedule.**

**American River College
Veterans Resource Center
Phone (916) 484-8135
Fax (916) 484-8917
Monday - Friday: 7:30 a.m. - 5:00 p.m.**

**Department of Veterans Affairs 1-888-442-4551
www.gibill.va.gov**