

VETERANS CHECKLIST

How to attend classes at Harford Community College:

- Apply for admission through HCC's website, www.harford.edu/apply, or contact the Admissions Office at **443-412-2109** for more information.
- Submit official, sealed military and college transcripts to Registration and Records. Your military transcripts can be acquired through the Joint Services Transcript at jst.doded.mil/official (for Army, Marine Corps, Navy, & Coast Guard) or www.au.af.mil/au/barnes/ccaf/transcripts.asp (Air Force).
- Obtain a Harford Community College student ID. This can be done by visiting the Circulation Desk at the HCC Library on campus.
- Make arrangements to take the academic skills assessment test for English and math. It takes roughly an hour and a half to complete this test. You may take the test on campus in Maryland Hall. There is no appointment necessary, but please check the available hours on the website www.harford.edu/testing. There is a practice exam on the site for your convenience. To take the test on Aberdeen Proving Ground, call to schedule an appointment in advance at **443-412-2100**.
- New or transferring students should schedule your first semester advising and registration session. Contact Admissions at **443-412-2109**. Please note that you must be in a degree ending program to receive VA benefits (e.g. Nursing Prep is not a degree end program).

Should you have any questions throughout this process, feel free to contact us at vetsmilitary@harford.edu or 443-412-2100.

How to pay for classes at Harford Community College:

- If you plan to use your VA Education Benefits (Post 9/11 GI Bill®, Montgomery GI Bill®, etc.) you must apply for them first through the VA website: www.gibill.va.gov. Please print out the confirmation page to use while you wait to receive your Certificate of Eligibility. If you have specific questions regarding your benefits, you can contract the VA Regional Office at **1-888-442-4551**.
- If you are using VA Educational Benefits, please complete and submit the HCC VA Enrollment Forms and each semester thereafter that you wish to use your VA educational benefits at HCC. If you need a copy of these, please pick them up at financial aid in the Student Center or email us at vetsmilitary@harford.edu.
- If you are using VA Benefits, please provide a copy of your DD-214, Member 4.
- If you are an Active Duty service member, Tuition Assistance may be an option for funding your education. Please speak to your commander. If you are enlisted in the Army, visit APG's Education Center in Building 4305, second floor for more information about tuition payment through GoArmyEd.
- If you are in the National Guard, please have your National Guard Tuition Waiver signed by your Unit Commander and returned to the Cashier's Office on the lower level of the Student Center. Please remember to bring your Military ID.
- Complete your Free Application for Federal Student Aid (FAFSA) at fafsa.ed.gov. Harford Community College's school code is **002075**.
- The College also offers a convenient FACTS Payment Plan. For more information, please contact the Cashier's desk at **443-412-2208**.