



GI Bill® New Student Packet Checklist

Veterans Resource Center

Building 2700, Room 2750

4000 Suisun Valley Road

Fairfield, CA 94534

Office: (707) 864-7105 - Fax: (707) 646-2092

E-mail: veterans@solano.edu Website: <https://solano.edu/centers/veterans-resource-center/>

New Student Packet Required Forms & Information

- | | |
|---|--|
| ☐ Intake Form | ☐ Veterans Education Benefit Monthly Pay Rate |
| ☐ Transcript and Student Obligation Form | ☐ VA Shopping Sheet/College Financing Plan |
| ☐ Enrollment Status Form & Instructions | ☐ VA Education Beneficiary Out of State Tuition Waiver |
| ☐ Priority Registration Request | ☐ Request for Official Transcript Review and Unit Posting |
| ☐ DD214 Substitution of Degree Requirements Petition | ☐ CalVet College Fee Waiver |
| ☐ VA Education Benefits Enrollment Responsibilities and Student Acknowledgment | |

References

- ☐ HOW TO: Register for Courses, Print Your Account Detail by Term or Account Summary by Term & Completing the Enrollment Status Form

Benefits: Chapter 30, 31, 33, & 1606

- ☐ VA Certificate of Eligibility of Benefits
- ☐ DD214 Long Form
- ☐ A copy of your schedule from FalconNest
- ☐ A copy of your Account Detail for Term or Account Summary by Term from FalconNest
- ☐ Fill out all the forms Highlighted above
 - Only Hardcopies and Electronically completed PDF's or PDF scans are accepted, NO PICTURES.

Benefits: Chapter 33 Dependent Transfer, Chapter 35 & Fry Scholarship

- ☐ VA Certificate of Eligibility of Benefits
- ☐ A copy of your schedule from FalconNest
- ☐ A copy of your Account Detail for Term or Account Summary by Term from FalconNest
- ☐ Fill out all the forms Highlighted above
 - Only Hardcopies and Electronically completed PDF's or PDF scans are accepted, NO PICTURES.

Next Steps: _____



Intake Form

Veterans Resource Center

Building 2700, Room 2750

4000 Suisun Valley Road

Fairfield, CA 94534

Office: (707) 864-7105 - Fax: (707) 646-2092

E-mail: veterans@solano.edu Website: <https://solano.edu/centers/veterans-resource-center/>

Full Name		Student ID	
Full SSN		Date of Birth	
VA File Number (Veterans SSN – CH35 Only)		Veterans Full Name	
Chapter 33—Dependents using Transfer of Entitlement from Service Member		What is the current military status of the person who transferred their education benefits to you? ☐ Active duty ☐ Veteran	
Address		City	State
Phone		Zip	
		Email	

If you are the Veteran:

Branch of Service: _____ Discharge Date: _____

Do you have a disability rating with the VA? ☐ No ☐ Yes

Do you have health insurance? ☐ No ☐ Yes

Is your health insurance through the VA? ☐ No ☐ Yes

CHECK ALL THAT APPLY: Are you interested in information about...

- | | | | |
|---|---|---------------------------------------|--|
| ☐ Financial Aid | ☐ VA Healthcare | ☐ Food Sources | ☐ Book Assistance |
| ☐ VR&E (CH31) | ☐ Free Tutoring | ☐ Housing | ☐ EDD Unemployment |
| ☐ VA Disability Claims | ☐ Personal Counseling | ☐ Legal Aid | ☐ Solano County VSO |
| ☐ Work Study | ☐ Classroom Accommodations | ☐ Other: _____ | |

SIGNATURE _____ DATE _____

VETERANS RESOURCE CENTER STAFF ONLY

Referrals Made

	Financial Aid
	Vocational Rehabilitation
	Disability Claims
	Health Insurance
	Free Tutoring

	Personal Counseling
	Food Sources
	Housing
	Legal Aid
	Book Assistance

	EDD Unemployment
	VSO
	Work-Study
	Other
	Accommodations (ACS)



Transcript and Student Obligation Form

Veterans Resource Center

Building 2700, Room 2750

4000 Suisun Valley Road

Fairfield, CA 94534

Office: (707) 864-7105 - Fax: (707) 646-2092

E-mail: veterans@solano.edu Website: <https://solano.edu/centers/veterans-resource-center/>

Full Name	Last 4 SSN	Student ID
-----------	------------	------------

TRANSCRIPT INFORMATION:

Did you attend a previous college other than Solano Community College? ☐ Yes ☐ No

Do you have a degree (undergraduate and/or graduate)? ☐ Yes ☐ No

Name of College(s)	OFFICE USE ONLY		
	In File	Date Rcvd	Initials
☐ Joint Service Transcript (Army, Coast Guard, Marines, Navy) -OR-			
☐ Community College of the Air Force (Air Force) are required for veterans.			

Read, understand, and Initial Each Line to agree:

- _____ I authorize any staff member in the Solano Community College, Veterans Resource Center to discuss my case with any US Department of Veterans Affairs Representative.
- _____ I authorize Solano Community College to **request my official Joint Service Transcripts** on my behalf.
- _____ I authorize Solano Community College to **upload my official Joint Service Transcripts** to the California Community College's MAP Database to determine if my military credit articulates into major and/or GE course credit.
- _____ I understand that I am required to have an **Education Plan** written by a VA-approved counselor prior to being certified.
- _____ I understand that I am required to complete an Enrollment Status Form with the Veterans Resource Center **each semester in order to continue my Education Benefits**. A failure to do so will result in an interruption in my Education Benefits.
- _____ I understand that I will only be certified for classes that are on my VA-approved Education Plan and will not be paid for non-approved classes.
- _____ I understand that I am required to inform the Veterans Resource Center of **all changes** to my schedule. A failure to do so may result in an overpayment on my part which will result in a debt to the US Department of Veterans Affairs.
- _____ I understand that I am required to have all **Official Transcripts** sent to Solano Community College **prior to my third semester** of using my Education benefits. A failure to do so will result in an interruption in my Education Benefits.
- _____ I understand that I am required to submit a copy of my **Certificate of Eligibility** for my education benefit within **one semester** of using my Education benefits. A failure to do so will result in an interruption in my Education Benefits.
- _____ I understand if I **drop any course(s)** that change my rate of pursuit, I will be required to pay a portion or all of my MHA or Monthly Stipend effective the first day of the semester to the VA.
- _____ I understand that I am required to **contact the Regional VA Education Office** at the end of every month to verify my enrollment. A failure to do so will result in an interruption of my benefits.

I understand that by signing this form I am acknowledging that I have read all information thoroughly and understand what information has been provided to me.

SIGNATURE _____

DATE _____



Enrollment Status Form

Veterans Resource Center

Building 2700, Room 2750

4000 Suisun Valley Road

Fairfield, CA 94534

Office: (707) 864-7105 - Fax: (707) 646-2092

E-mail: veterans@solano.edu Website: <https://solano.edu/centers/veterans-resource-center/>

Please include a schedule and account detail by term with your submission. Your paperwork will not be processed if they aren't included.

Full Name:			Last 4 SSN:			Student ID:		
Term to be certified: ☐ Spring 20____ ☐ Summer 20____ ☐ Fall 20____								
Benefit: ☐ CH30 ☐ CH31 ☐ CH33 Veteran ☐ CH33 Dependent ☐ CH35 ☐ CH1606 ☐ Fry Scholarship								
Are you utilizing Solano College ASC (Accessibility Services Center)? ☐ Yes ☐ No								
Has your contact information changed recently (If Yes, update below)? ☐ Yes ☐ No								
Address:				City:		State:		Zip:
Phone:				Email:				
Course(s) Added Ex: ENGL 001	Units	Office Use	Course(s) Dropped Ex: ENGL 001	Units	Today's Date	Office Use		
Total Units:			Total Units:					

Read, understand, and Initial Each Line to agree:

- _____ I authorize any staff member in the Solano Community College, Veterans Resource Center to discuss my case with any US Department of Veterans Affairs Representative.
- _____ I authorize Solano Community College to **request my official Joint Service Transcripts** on my behalf.
- _____ I authorize Solano Community College to **upload my official Joint Service Transcripts** to the California Community College's MAP Database to determine if my military credit articulates into major and/or GE course credit.
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- _____ I understand that I am required to complete an Enrollment Status Form with the Veterans Resource Center **each semester in order to continue my Education Benefits**. A failure to do so will result in an interruption in my Education Benefits.
- _____ I understand that I will only be certified for classes that are on my VA-approved Education Plan and will not be paid for non-approved classes.
- _____ I understand that I am required to inform the Veterans Resource Center of **all changes** to my schedule. A failure to do so may result in an overpayment on my part which will result in a debt to the US Department of Veterans Affairs.
- _____ I understand that I am required to have all **Official Transcripts** sent to Solano Community College **prior to my third semester** of using my Education benefits. A failure to do so will result in an interruption in my Education Benefits.
- _____ I understand that I am required to submit a copy of my **Certificate of Eligibility** for my education benefit within **one semester** of using my Education benefits. A failure to do so will result in an interruption in my Education Benefits.
- _____ I understand if I **drop any course(s)** that change my rate of pursuit, I will be required to pay a portion or all of my MHA or Monthly Stipend effective the first day of the semester to the VA.
- _____ I understand that I am required to **contact the Regional VA Education Office** at the end of every month to verify my enrollment. A failure to do so will result in an interruption of my benefits.

I understand that by signing this form I am acknowledging that I have read all information thoroughly and understand what information has been provided to me. I certify that: I am legally enrolled in the above courses, I am not repeating any course for which I have previously received credit, and all information provided is current and correct.

SIGNATURE _____

DATE _____

Register for Classes

1. Log into <https://falconnect.solano.edu/>
2. Click on the **"Student & Financial Aid"** Tab (top bar)
3. Click on yellow **"Student Self-Service"** logo.
4. Click on **"Add/Drop Classes"** in the **"Student Records"** box (top left).
5. Select the semester you are registering for
6. In the **"Find Classes"** tab you should see a Search feature in the top half, a weekly schedule display in the bottom left, and a Summary of the classes (pending schedule) on the bottom right.
7. Type or select the Subject of the course you are searching for in the **"Subject"** box and click the **"Search"** button
 - a. If you already have the 5-digit CRN for the class(es) that you want to register for, click the **"Enter CRNs"** tab at the top, enter the CRNs, and select the **"Add to Summary"** button. Proceed to step 10.
8. A list of all the classes being offered with that subject will appear in the top half of the page. Browse through the classes and find the date, time, location, and instructor that will work best for you and your schedule.
9. Click the **"Add"** button in the far-right column of the Find Classes section to add the class to your PENDING schedule.

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Schedule and Options

Enter Your Search Criteria ⓘ

Term: Summer 2025

Open Sections Only ☐

Subject

Course Number

Instructional Methods

CRN or Keyword

Search Clear ▶ [Advanced Search](#)

Register for Classes

Find Classes **Enter CRNs** Schedule and Options

Enter Course Reference Numbers (CRNs) to Register

Term: Summer 2025

CRN American Sign Language 1 ASL 001, 0

CRN

+ Add Another CRN **Add to Summary**

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Schedule and Options

Search Results — 5 Classes
Term: Summer 2025 Subject: American Sign Language

List of Available Classes

ASL	001	American Sign Language 1	3	60328	Carter, Noah (Primary)	S M T W T F S	09:00 AM - 11:35 AM	Type: Lec	In-Person	Main ...	30 of 30 seats r... 5 of 5 waitlist se...	Transferable to UC/CSU	SCC GE: Arts and Humanities IGETC: Area 6 Lang Other Engr CSU GE: Area C2 Humanities	Lecture and...	Add
ASL	001	American Sign Language 1	3	60329	Carter, Noah (Primary)	S M T W T F S	12:00 PM - 02:35 PM	Type: Lec	In-Person	Main ...	29 of 30 seats r... 5 of 5 waitlist se...	SCC GE: Arts and Humanities IGETC: Area 6 Lang Other Engr CSU GE: Area C2 Humanities	Lecture and...	Add	

Page 1 of 1 | 10 Per Page

Weekly Schedule Display

Class Schedule for Summer 2025

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
11am							
12pm							
1pm							
2pm							
3pm							

Summary

Title	Details	Hours	CRN	Schedule Type	Status	Action
American Sign Language 1	ASL 001, 0	3	60329	Lecture and...	Pending	Register/Registered
Principles of Accounting - Finan...	ACCT 001, 0	4	60022	Lecture and...	Registered	None

Total Hours | Registered: 4 | Billing: 4 | CEU: 0 | Min: 0 | Max: 12

List of Pending Class Schedule

Submit

10. Once you finalize your schedule, click on **"Submit"** in the bottom right corner.
 - a. If you don't click on **"Submit"** your schedule will not be finalized and you won't be registered for any of the classes until it displays a green **"REGISTERED"**

Obtain your Schedule

1. Log into <https://falconnest.solano.edu/>
2. Click on the **"Student & Financial Aid"** Tab (top bar)
3. Click on the yellow **"Student Self-Service"** logo
4. Click on **"Add/Drop Classes"** in the **"Student Records"** box (top left)
5. Click on **"Register Add/Drop Classes"** in the bottom right corner.
6. Select the semester you are registered for
7. Click on the "Schedule and Options" tab at the top left of the page

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs **Schedule and Options**

Summary

Term: Summer 2025

Title	Details	Hours	CRN	Schedule Type	Grade Mode	Level	Study Path	Date	Status	Message
Principles of Accounting - Financial	ACCT 001, 0	4	60022	Lecture and/or discus...	Standard Letter	Undergraduate	None	04/15/2025	Registered	Register/Registered0...

Total Hours | Registered: 4 | Billing: 4 | CEU: 0 | Min: 0 | Max: 12

Records: 1

8. Click on the Print Icon in the top right of the page
9. When the Print screen appears, select **"Save to PDF, Microsoft Print to PDF, or Adobe PDF"** to save the page as a PDF that can be e-mailed to us as an attachment. You can also print to your default printer and then scan the schedule or submit in-person.
10. This is what your schedule should look like:

SOLANO COMMUNITY COLLEGE

Fall 2026 Schedule

Classification: Other Undergraduate **Level:** Undergraduate
College: Career Technical Education and Business **Major:** CIS Comp Science (AS T)
Department: Computer - Information Science

Title	Course Details	Credit Hours	CRN	Meeting Times
Principles of Accounting - Financial	ACCT 001 0	4.0	80097	08/17/2026 - 12/18/2026 Monday 06:00 PM - 09:50 PM Main Campus Fairfield, Bus and Cmptr Sci (Mn Cmps), 0505 Duarte, Alonso

Total Hours | Registered: 4 | Billing: 4 | CEU: 0

This is a general view of your term schedule. Download your schedule for a weekly view.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6pm		Principles of Accounting - Financial					
7pm							
8pm							
9pm							

Obtain your Account Billing Information – From Account Detail for Term or Account Summary by Term

Account Detail for Term Instructions

For your Account Billing Information, we can accept the Account Detail for Term or the Account Summary by Term. This page has instructions on obtaining the Account Detail for Term and the next page for the Account Summary by Term.

1. Log into <https://falconnest.solano.edu/>
2. Click on the **"Student & Financial Aid"** Tab (top bar)
3. Click on yellow **"Student Self-Service"** logo
4. Click on **"Account Detail by Term"** in the **"Student Accounts"** box (top-center)
5. Select the semester you are submitting paperwork for

Student Dashboard • Account Detail for Term

Account Detail for Term

Summer 2025

Print Holds Pay Now

Review detail transactions on your account, including current and future balance totals for the selected term and other terms.

6. Click on the **Print** icon in the top right of the page
7. When the Print screen appears, select **"Save to PDF, Microsoft Print to PDF, or Adobe PDF"** to save the page as a PDF that can be e-mailed to us as an attachment. You can also print to your default printer and then scan the schedule or submit in-person.
8. This is what your account detail for term should look like:

Account Detail for Term				
Review detail transactions on your account, including current and future balance totals for the selected term and other terms.				
Fall 2026				
Detail Code	Category Code	Description	Charge	Payment
FENR	TUI	Enrollment Fee	\$184.00	
PHLT	FEE	Health Fee	\$17.00	
PSCF	FEE	Student Center Fee	\$4.00	
PSRF	FEE	Student Representation Fee	\$2.00	
PSTA	FEE	Transportation Fee	\$4.00	
Total			\$211.00	\$0.00
Net Term Balance				\$211.00
Net Balance for Other Terms				\$0.00
Current Amount Due as of 07/13/2026				\$211.00
Amount for current activity from all terms.				
Account Balance				\$211.00
Sum of all transactions, without regard to term or effective date of transactions.				
Authorized Financial Aid as of 07/13/2026				
No Authorized Financial Aid exists on your record for the selected term.				
Authorized Financial Aid Balance				\$0.00
Current Due net of Authorized Financial Aid				\$211.00
Account Balance net of Authorized Financial Aid				\$211.00
Memos as of 07/13/2026				
No pending transactions exist on your record for the selected term.				
Memo Balance				\$0.00
Current Due net of Authorized Financial Aid and Memos				\$211.00
Account Balance net of Authorized Financial Aid and Memos				\$211.00

Obtain your Account Billing Information – From Account Detail for Term or Account Summary by Term

Account Summary by Term Instructions

For your Account Billing Information, we can accept the Account Detail for Term or the Account Summary by Term. This page has instructions on obtaining the Account Summary by Term and the prior page for the Account Detail for Term.

1. Log into <https://falconnest.solano.edu/>
2. Click on the “Student & Financial Aid” Tab (top bar)
3. Click on yellow “Student Self-Service” logo
4. Click on “Account Summary” in the “Student Accounts” box (top-center)
5. Click the “View by Overview” dropdown menu
 - a. Select “View by Term” from the dropdown options.
6. Click the “Go to Term” dropdown menu
 - a. Select the semester you are submitting paperwork for
7. Click on the Print icon in the top right of the page

View By Term ▼ Fall 2026 ▼

Print Holds Pay Now

Anticipated third party contract payments, financial aid payments, and memo items are NOT included in this summary.

- a. A pop-up menu will appear, select the semester that you are submitting paperwork for and click “Print”
8. When the Print screen appears, select “Save to PDF, Microsoft Print to PDF, or Adobe PDF” to save the page as a PDF that can be e-mailed to us as an attachment. You can also print to your default printer and then scan the schedule or submit in-person.

Print - Account Summary by Term

☐ Select All

☒ Fall 2026

☐ Spring 2026

☐ Fall 2025

☐ Summer 2025

☐ Spring 2025

Print

9. This is what your account summary by term should look like:

Account Summary by Term

Anticipated third party contract payments, financial aid payments, and memo items are NOT included in this summary.

Current Amount Due as of 07/13/2026

\$211.00

Amount for current activity from all terms.

Account Balance

\$211.00

Sum of all transactions, without regard to term or effective date of transactions.

Fall 2026

\$211.00

Term Balance

Detail Code	Description	Charge	Payment	Balance
FENR	Enrollment Fee	\$184.00		\$184.00
FHLT	Health Fee	\$17.00		\$17.00
FSCF	Student Center Fee	\$4.00		\$4.00
FSRF	Student Representation Fee	\$2.00		\$2.00
FSTA	Transportation Fee	\$4.00		\$4.00
Total		\$211.00	\$0.00	\$211.00

Complete an Enrollment Status Form

1. Visit the VRC Website: <https://solano.edu/centers/veterans-resource-center/forms.php>
2. Right click on **"Enrollment Status Form"**
3. Select **"Save Link as..."** and save the PDF somewhere on your computer
4. Open the PDF that you just downloaded using Adobe Acrobat Reader
 - a. If you don't already have Adobe Acrobat Reader, you can get it for free from <https://get.adobe.com/reader/>

make sure you **deselect** the optional **"More add-ons"** on the website before you download and install Adobe Acrobat Reader.

5. Please ensure the Enrollment Status Form you are completing has a **"Form Revision Date"** of 10/15/2025 or later, located in the bottom-right corner of the form.
6. Complete the Gray-Blue areas that indicate the form is electronically fillable
7. Save the PDF and e-mail it to veterans@solano.edu along with your **schedule and account billing details**. You can also bring them into the Veterans Resource Center.



SOLANO
COMMUNITY COLLEGE

Enrollment Status Form
 Veterans Resource Center
 Building 2700, Room 2750
 4000 Suisun Valley Road
 Fairfield, CA 94534
 Office: (707) 864-7105 - Fax: (707) 646-2092
 E-mail: veterans@solano.edu Website: <https://solano.edu/centers/veterans-resource-center/>

Please include a schedule and account detail by term with your submission. Your paperwork will not be processed if they aren't included.

Full Name: John Doe

Last 4 SSN: 1234

Student ID: 106275019

Term to be certified: ☐ Spring 20 ☐ Summer 20 ☒ Fall 2020

Benefit: ☐ CH30 ☐ CH31 ☒ CH33 Veteran ☐ CH33 Dependent ☐ CH35 ☐ CH1606 ☐ Fry Scholarship

Are you utilizing Solano College ASC (Accessibility Services Center)? ☐ Yes ☐ No

Has your contact information changed recently (If Yes, update below)? ☐ Yes ☐ No

Address:

City:

State:

Zip:

Phone:

Email:

Course(s) Added Ex: ENGL 001	Units	Office Use	Course(s) Dropped Ex: ENGL 001	Units	Today's Date	Office Use
ENGL C1000	4					
COMM C1000	3					
MUSC 013	3					
STAT C1000	4					
Total Units: 14			Total Units:			

Read, understand, and Initial Each Line to agree:

JD I authorize any staff member in the Solano Community College, Veterans Resource Center to discuss my case with any US Department of Veterans Affairs Representative.

JD I authorize Solano Community College to request my official Joint Service Transcripts on my behalf.

JD I authorize Solano Community College to upload my official Joint Service Transcripts to the California Community College's MAP Database to determine if my military credit articulates into major and/or GE course credit.

JD I understand that I am required to have an Education Plan written by a VA-approved counselor prior to being certified.

JD I understand that I am required to complete an Enrollment Status Form with the Veterans Resource Center each semester in order to continue my Education Benefits. A failure to do so will result in an interruption in my Education Benefits.

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JD I understand that I am required to contact the Regional VA Education Office at the end of every month to verify my enrollment. A failure to do so will result in an interruption of my benefits.

I understand that by signing this form I am acknowledging that I have read all information thoroughly and understand what information has been provided to me. I certify that: I am legally enrolled in the above courses, I am not repeating any course for which I have previously received credit, and all information provided is current and correct.

SIGNATURE John Doe

DATE 07/16/2026

Form Revision Date: 10/15/2025



Priority Registration Request

Veterans Resource Center

Building 2700, Room 2750

4000 Suisun Valley Road

Fairfield, CA 94534

Office: (707) 864-7105 - Fax: (707) 646-2092

E-mail: veterans@solano.edu Website: <https://solano.edu/centers/veterans-resource-center/>

If you are a Veteran or member of the Armed Forces of the United States you could be eligible for priority registration. Priority registration means you will be in the first group of students who are allowed to register for classes each semester.

Please fill out this form and e-mail it along with the necessary proof of service to veterans@solano.edu

For information on Priority Registration you can reference [CA Code of Regulations Title 5 Education Code Section 58108 \(d\) \(1\) or Education Code 66025.8.](#)

Full Name	Last 4 SSN	Student ID
Phone	Email	

Requirements to be awarded priority registration:
INITIAL each line acknowledging they are complete

_____ Education plan generated by a Solano Community College education counselor, or a copy of your Education Plan from another California State College (Community College, CSU, UC) if you are a **Guest Student**.

_____ New Student Orientation <https://www.solano.edu/admissions/orientation-home.php> (exempt if you've previously attended another college)

_____ Provide proof of service (see below)

- Active-duty/Reservists/National Guard – Military Orders or Active-duty Leave and Earnings Statement (LES)
- Veterans - DD214 (member 4 or copy 2 or 7), CA Driver's License with Veterans Designation, or VA Card

SIGNATURE _____ DATE _____

OFFICE USE AREA	
TASK	INITIALS
Verify student has an education plan Degree Works OR student's file	
Verify student doesn't have a <u>ACTIVE</u> "Mandatory Orientation Hold." - SOAHOLD	
Assign VETC & VMIS code in Additional Identification—SPAIDEN	
Assign 1010 code for upcoming semester(s) - SFARGRP <u>(Only if the student is trying to register for classes RIGHT NOW and we can't wait for the overnight rollover)</u>	
If student is using VA Benefits -> Save form in student file (last 4) (last name) Priority Registration Request (Date processed) (Initials)	
If student is not using VA Benefits -> Save in the "Processed" Priority Registration folder (First Name) (Last Name)	

Admissions and Records Petition Substitution of Degree Requirements

Rec'd By: _____

Date: _____

Graduation (expected):

Fall Spring Summer Year: _____



SCCID#: _____

Major: _____

Name: _____

Email: _____

Select one:

MAJOR Requirement (Must have signature of School Dean or petition will be denied):

Substitution (Course for course **ONLY**. Course descriptions or syllabus **AND** official transcript **MUST** be provided or petition will be denied.)

GENERAL EDUCATION Requirement (GE) (Approval/denial given by A&R Dean or Designee):

Substitution Only (Course descriptions/syllabus and transcript **MUST** be attached or petition will be denied).

DD295 or DD214 with Honorable Discharge (dean signature not required). Meets requirements for SCC GE Local District Req & CSU GE Area E.

Waiver of GE requirements due to a previously completed BA/BS degree from a regionally accredited college or university. Official transcript evaluation by Solano is required. Degrees earned internationally do not qualify.

SOLANO PROGRAM PREREQUISITES:

Registered Nursing (ADN)

Biomanufacturing (B.S.)

External Course Prefix/Subject and #	Semester Units	Grade	College Where Course Was Taken	Sem./Term Completed	SCC Course/GE Area to Substitute (Example: CHEM 001; Cal-GETC Area 1A; List A for Major)	Approve/Deny

Reason for Request: _____

Counselor Notes: _____

Student Signature (Required)

Date

Telephone No.

OFFICE USE ONLY

Action of Dean of School (major requirement) or A&R Dean or designee (GE requirement)

Denied - The requested substitution or waiver *does not* meet the spirit of intent of the requirement.

Approved Waiver

Approved Substitution - The requested substitution meets the spirit of intent of the requirement.

Credit-by-Exam

Faculty Recommendation (optional): _____

Print Faculty Name: _____

(Required only if Faculty input is requested by Dean)

Date: _____ Print Dean's Name: _____ Dean Signature: _____

Date: _____ Print A&R Dean or Designee Name: _____ Signature: _____

Comments:

Substitution/Waiver Information and Instructions

Instructions to Students:

1. Student to complete form in pen, sign and date. Form can also be submitted electronically.
2. Attach OFFICIAL TRANSCRIPT and all course descriptions from previous institutions that support each class that you are requesting a substitution for. Course descriptions must be from the year the class was taken.
3. It is HIGHLY SUGGESTED that you complete and review this petition with a Solano College Counselor before submitting to the A&R Office.
4. Only classes where a substitution is being requested should be included on the form. DO NOT include the entire transcript on the petition.
5. Submit form to A&R Office, either in person in Building 400, Fairfield Campus, or by submitting along with all supporting documentation to admissions@solano.edu
6. A&R Office will review and if School Dean signature is required, A&R will send to the School Dean's office.
7. School Dean will return the signed form to A&R once their review is complete.
8. A&R Office will process and email a copy to the students preferred email address on record.

Instructions to Counselors: Before signing the petition, please:

1. Check <https://assist.org/> to see if there is established course equivalency already in place. If there is, please DO NOT submit a substitution petition.
2. Check <https://c-id.net/> to see if there is an equivalent C-ID approval for the course and/or if for a TMC/ADT, it is an appropriate substitution.
3. Only classes where a substitution is being requested should be included on the petition. DO NOT include the entire listing of classes on a transcript on the petition. Reminder: If a student has completed a BS/BA degree from a regionally accredited institution, they may be eligible for GE reciprocity.
4. Substitution petition review by A&R will not result in unit posting to Banner or DegreeWorks. If unit posting is needed, please submit a Request for Transfer Review Form:
https://solano.edu/admissions/files/docs/AR_Forms_rev07172025/Request%20for%20Transcript%20Review%20Form.pdf
5. Please include notes providing justification and/or insight.

General Information about the Substitution of Coursework Process:

1. Please reference the SCC online catalog for Solano course information and course descriptions.
2. Ideally, this form should be completed and submitted well in advance of petitioning for your degree and/or certificate.
3. Please identify your major when completing this form as this may affect the outcome of the decision.
4. Please identify the term in which you intend to graduate when completing this form.
5. If you are using courses from another institution, that institution must be regionally accredited. To determine whether or not a school is regionally accredited, please visit: <http://ope.ed.gov/accreditation/Search.aspx>
6. Major substitutions must be approved by the School Dean of the major is listed in the catalog. The School Dean will review in consultation with an appropriate faculty member.
7. General Education (GE) substitution must be approved by the Dean of A&R, or designee. If you disagree with the determination made, you should first consult with the A&R Office. If resolution cannot be reached, please complete an Appeal Petition.
8. The School Dean has the option to request/advise Credit-by-Exam in lieu of waiving a course.



VA Education Benefits Enrollment Responsibilities and Student Acknowledgment Veterans Resource Center

Building 2700, Room 2750

4000 Suisun Valley Road

Fairfield, CA 94534

Office: (707) 864-7105 Fax: (707) 646-2092

E-mail: veterans@solano.edu Website: <https://solano.edu/centers/veterans-resource-center/>

VA Education Benefits Enrollment Responsibilities and Student Acknowledgment

Student Name: _____

Read and Initial

Monthly Enrollment Verification Requirement (Initial Required)

Students receiving education benefits under Chapter 30 (Montgomery GI Bill® Active Duty), Chapter 33 (Post-9/11 GI Bill®), Chapter 35 (Dependents' Educational Assistance), and Chapter 1606 (Montgomery GI Bill® Selected Reserve) are required by the U.S. Department of Veterans Affairs (VA) to verify that their enrollment has not changed at the end of each month in order to receive their monthly housing allowance or education payment.

Failure to verify your enrollment may result in the VA withholding your monthly payment until your enrollment has been verified.

You may verify your enrollment using any of the following methods:

Phone

- Call the VA Education Call Center at 1-888-442-4551.

Text Message or Email

- Contact the VA to enroll in automated monthly text message or email verification.
- When you begin your program, the VA will typically send you a text message asking if you would like to verify your enrollment by text. If you reply "Yes," the VA will send you a verification text each month.

Ask VA

- <https://ask.va.gov/>

Online Verification

- Chapter 33 (Post-9/11 GI Bill®):
<https://www.va.gov/education/verify-school-enrollment/enrollment-verifications/>
- Chapter 30, Chapter 35, and Chapter 1606:
<https://www.va.gov/education/verify-school-enrollment/mgib-enrollments/>

Student Initials _____

Ramifications of dropping a course (s)

Students who withdraw from a course after it has begun and fall below full-time enrollment may incur a debt with the U.S. Department of Veterans Affairs (VA). The VA may require repayment of a prorated portion of the Monthly Housing Allowance (MHA) beginning on the student's last date of attendance.

For students using Chapter 33 (Post-9/11 GI Bill), Chapter 31 (Veteran Readiness & Employment), or the Fry Scholarship, a prorated portion of the book stipend may also be included in the debt.

One-Time Exclusion Rule: The VA allows students a one-time exclusion for withdrawing from up to 6 credit hours without requiring mitigating circumstances or repayment of benefits. Once this exclusion has been used, any future withdrawals may require the student to provide acceptable mitigating circumstances. If no valid mitigating circumstances are approved by the VA, the student may be responsible for repaying benefits associated with the withdrawal. **Student Initials**_____

Failing Grades

Students are not required to repay the U.S. Department of Veterans Affairs (VA) for a course they complete but do not pass.

At Solano Community College, students may attempt the same course up to **three times** in order to successfully complete it. **Student Initials**_____

Short-Term Course Enrollment and Monthly Housing Allowance (MHA)

Enrollment in short-term courses (such as 6-week or 8-week classes) may affect your Monthly Housing Allowance (MHA). Because the U.S. Department of Veterans Affairs (VA) calculates housing payments based on your actual rate of pursuit during each portion of the enrollment period, your MHA may increase or decrease as short-term courses begin or end.

For example:

- If you are enrolled in both full-term and short-term courses, you may receive a higher MHA while all courses are in session.
- When a short-term course ends, your enrollment status may decrease, which could result in a reduced MHA for the remainder of the term.
- If a short-term course begins after the semester has started, your MHA may increase during the period that course is in session and then decrease again once the course ends.

These changes are normal and are based on the enrollment periods certified to the VA. It is common for students enrolled in short-term courses to receive different housing allowance amounts during the same semester.

If you are considering adding, dropping, or withdrawing from a short-term course, we encourage you to contact the Veterans Resource Center before making any changes. Changes to your enrollment may affect your VA education benefits, including your Monthly Housing Allowance. **Student Initials**_____

In-Person Enrollment Requirements for Full Monthly Housing Allowance (MHA)

Students using Chapter 33 (Post-9/11 GI Bill), Chapter 31 (Veteran Readiness & Employment), or the Fry Scholarship must be enrolled in at least one in-person or hybrid course to qualify for the full in-person Monthly Housing Allowance (MHA).

The U.S. Department of Veterans Affairs (VA) considers hybrid courses to satisfy the in-person attendance requirement.

Please note that the full in-person MHA is only payable during the period you are enrolled in an eligible in-person or hybrid course. If your enrollment changes and you are no longer taking an in-person or hybrid course, your housing allowance may be adjusted in accordance with VA regulations.

Student Initials_____



Veterans Education Benefit Monthly Pay Rate

Effective October 1, 2025

Veterans Resource Center

Building 2700, Room 2750

4000 Suisun Valley Road

Fairfield, CA 94534

Office: (707) 864-7105 - Fax: (707) 646-2092

E-mail: veterans@solano.edu Website: <https://solano.edu/centers/veterans-resource-center/>

Spring & Fall 18-Week Term Units: Full-time = 12+, 3/4 Time = 9 – 11, 1/2 Time = 6 – 8

Chapter 30 – Montgomery GI Bill® (3 years or more of Service)

Enrollment Status	Full-Time	¾ Time	½ Time	Less than ½ time
Monthly Rate	\$2,518.00	\$1,888.50	\$1,259.00	Tuition & Fees only

Chapter 30 – Montgomery GI Bill® (Less than 3 years of Service)

Enrollment Status	Full-Time	¾ Time	½ Time	Less than ½ time
Monthly Rate	\$2,043.00	\$1,532.25	\$1,021.50	Tuition & Fees only

Chapter 31 – Veterans Readiness & Employment (VRE)

Enrollment Status	Full-Time	¾ Time	½ Time	Less than ½ time
Monthly Rate No Dependents	\$812.84	\$610.76	\$408.66	N/A
One Dependent	\$1,008.24	\$757.28	\$506.32	N/A
Two Dependents	\$1,188.15	\$888.32	\$595.16	N/A

Add for each additional dependents Full-time=\$86.58, 3/4 time=\$66.60 & ½ time=\$44.42

Chapter 33 – Post 9/11 GI Bill®

BAH rates vary according to number of units enrolled. Anything under full time will be prorated.

To receive *FULL* BAH for a regular semester you need to have 12+ units, you will *NOT* receive BAH if you are below 6.5 units. To calculate your BAH rate using the chart, multiply your full BAH rate by the multiplier under the number of units in which you are enrolled that are authorized by the VA.

EX: If your full BAH rate is \$3,264.00 per month and you are enrolled in 9 units you would use $3264 \times .8 = 2,611.20$

If all your classes are online BAH is approximately **\$1,119** per month. Minimum of **ONE in-person class** is **\$3,264** per month.

Units	≥12	11.5	11	10.5	10	9.5	9	8.5	8	7.5	7	6.5	>6.5
Multiplier	1	1	.9	.9	.8	.8	.8	.7	.7	.6	.6	.5	0

Chapter 35 – Dependents Educational Assistance

Enrollment Status	Full-Time	¾ Time	½ Time	Less than ½ time
Monthly Rate	\$1,574.00	\$1,244.00	\$912.00	Tuition & Fees only

Chapter 1606 – Montgomery GI Bill® Selected Reserve

Enrollment Status	Full-Time	¾ Time	½ Time	Less than ½ time
Monthly Rate	\$493.00	\$369.00	\$246.00	\$123.25

Monthly Pay Rates Obtained From:

- https://www.benefits.va.gov/gibill/resources/benefits_resources/rate_tables.asp (Chapter 30, 35, and 1606)
- <https://www.va.gov/education/gi-bill-comparison-tool/> (Chapter 33)
- https://www.benefits.va.gov/vocrehab/subsistence_allowance_rates.asp (Chapter 31)

ACCELERATED COURSE PAY RATE FOR SEMESTER TERMS

All Chapters					
Enrollment Status	Full-Time	$\frac{3}{4}$ Time	$\frac{1}{2}$ Time	Less than $\frac{1}{2}$ time	Min. Req. for BAH
10-Week Course	7 units	5 units	3.5 units	<3.5 units	3.5 units
9-Week Course	6 units	4.5 units	3 units	<3 units	3.5 units
8-Week Course	5.5 units	4 units	3 units	<3 units	3 units
7-Week Course	5 units	3.5 units	2.5 units	<2.5 units	3 units
6-Week Course	4 units	3 units	2 units	<2 units	2.5 units
5-Week Course	3.5 units	2.5 units	2 units	<2 units	2 units
4-Week Course	3 units	2 units	1.5 units	<1.5 units	1.5 units
3-Week Course	2 units	1.5 units	1 unit	<1 unit	1.5 units

**** Calculations based on: (# Credits $\times$ 18 $\div$ weeks = credit hour equivalents) with 6 being $\frac{1}{2}$ time. ****



VA Shopping Sheet/College Financing Plan

Veterans Resource Center

Building 2700, Room 2750

4000 Suisun Valley Road

Fairfield, CA 94534

Office: (707) 864-7105 - Fax: (707) 646-2092

E-mail: veterans@solano.edu Website: <https://solano.edu/centers/veterans-resource-center/>

Section 1018 of Public Law 116-315, [Johnny Isakson and David P. Roe, M.D. Veterans Health Care and Benefits Improvement Act of 2020](#), requires educational institutions to make certain disclosures to students using federal military and/or VA education benefits. To ensure compliance with the law, we have developed the Shopping Sheet/College Financing Plan Information for Student Veterans/Veteran's Dependents.

Cost of attendance: Estimated cost of courses including tuition, fees, books, supplies, living and other additional costs

Information is available on the Solano Community College Financial Aid - Cost of Attendance webpage

<https://solano.edu/financial-aid/how-to-apply/cost-of-attendance.php>

Please note that your final cost depends on you receiving VA benefits to cover for tuition and fees, books/supplies, and housing allowance; any aid to cover for the cost; taking extra courses such as prerequisites; retaking a failed course; changing your program of study which requires more or less credits, change in cost of living; a change in tuition/fees as approved by State Legislature, etc.

Amounts covered by VA Benefits

- VA GI Bill® Comparison tool <https://www.va.gov/education/gi-bill-comparison-tool/>
- VA Payment Rates https://www.benefits.va.gov/gibill/resources/benefits_resources/rate_tables.asp
- Book Stipend, Monthly Housing Allowance and Monthly Stipend based on benefit and enrollment pursuit rate <https://solano.edu/centers/veterans-resource-center/pay-rates.php>

Types of Federal financial aid offered by the institution, that the student may be qualified to receive

Options are available on the Solano Community College Financial Aid website under the Programs Available tab

<https://solano.edu/financial-aid/>

Estimated Student Loan Debt, College Scorecard and Graduation Rates

Information on Student Loans is on the Solano Community College Financial Aid website

<https://solano.edu/financial-aid/available-programs/direct-loans.php>

Solano Community College - College Scorecard with Student Loan information & Graduation Rates and additional information is available on the US Department of Education College Scorecard website

<https://collegescorecard.ed.gov/school/?123563-Solano-Community-College>

Job Placement Rate

Information is available on the California Community College website

<https://www.calpassplus.org/Launchboard/SWP.aspx>

Solano Community College School Policy on accepting transfer credit and military credit

Incoming transcript information is located on the Admissions and Records website

<https://www.solano.edu/admissions/Transcripts/>

Military Credit information is located on the Veterans Resource Center webpage

<https://solano.edu/centers/veterans-resource-center/policies.php>

Additional Information

In-state Tuition – Students actively using Montgomery GI Bill®–Active-Duty program (Chapter 30), Veterans Readiness and Employment program (formerly called Vocational Rehabilitation and Employment) (Chapter 31), Post-9/11 GI Bill® program (Chapter 33) and Dependents Educational Assistance (Chapter 35) are exempt from paying nonresident tuition regardless of when the veteran separated from the military. Please by filling out the Isakson and Roe Out of State Tuition Waiver <https://solano.edu/centers/veterans-resource-center/forms.php>

VA Monthly Enrollment Verification – Information is available on <https://solano.edu/centers/veterans-resource-center/verify-enrollment.php>

Certification of Enrollment to the VA - Certification for VA Education Benefits each semester is not automatic. Students who wish to receive the benefit must complete the paperwork with the SCO and must submit the Enrollment Status Form and Schedule/Bill every semester after enrolling in courses in order to continue receiving benefits and to prevent delays in payment of benefits. Enrollment Status Form and Schedule/Bill information is located on the Veterans Resource Center webpage <https://solano.edu/centers/veterans-resource-center/forms.php>

All new students are required to go through the New Student process. New students can call 707-864-7105 or email (veterans@solano.edu) the Veterans Resource Center to schedule a New Student appointment to start the process. New Student Packets are located on the Veterans Resource Center webpage <https://solano.edu/centers/veterans-resource-center/forms.php>.

Absence due to Military Service - A student who is an active duty or reservist of the United States military, and who receive orders compelling a withdrawal from courses, should submit the General Student Withdraw Petition, to the Admissions and Records Office, requesting a Military Withdrawal (MW), with proof of such orders to receive a full refund of those courses (For Chapter 33 students, the school will return the tuition and fees to the VA). An “MW” symbol will be assigned and will not be counted in progress probation, dismissal calculations, or in calculating the permitted number of withdrawals a student is allowed. Students can resubmit the application for admission upon return. This petition is located on the Admissions and Records Forms Webpage <https://www.solano.edu/admissions/Important-Resources/ar-forms.php>.

Students who are receiving the VA benefit along with Financial Aid should be aware that withdrawing from a course(s) will have an impact on their benefit/financial aid status. Students are strongly encouraged to talk to the Financial Aid Department and the School Certifying Official.

VA benefits will stop as of the drop date reported for all courses. Students will be responsible for repaying VA the funds received for such course(s), (BAH/Monthly assistance allowance), or submitting a Mitigating Circumstance to the VA.

If you are a Cal Grant recipient and have been called to active military duty, are entering military service, Peace Corps or VISTA, you may apply for a deferment of your Cal Grant for up to three years. Send the Military Deferment Request Cal Grant Programs form to the California Student Aid Commission, along with a copy of your orders.

Contact Information

Veterans Resource Center Building 2700 Room 2750 (Main Campus, Fairfield)	
Director of Veteran and Military Services and Programs	Amy Kennedy, Amy.Kennedy@solano.edu , 707-864-7105
Veteran & Military School Certifying Official	Christopher Gulick, veterans@solano.edu , 707-864-7105 Lindsey Martin, veterans@solano.edu , 707-864-7105
VA Work Study Supervisor	Amy Kennedy, veterans@solano.edu , 707-864-7105 Christopher Gulick, veterans@solano.edu , 707-864-7105 Lindsey Martin, veterans@solano.edu , 707-864-7105
VA Academic Counselor	Rahul Patria, veterans@solano.edu , 707-864-7105
Financial Aid Office Building 400, Second Floor	
VRC Financial Aid Representative	CoChea Bivins, Cochea.Bivins@solano.edu , 707-864-7144



VA Education Beneficiary Out of State Tuition Waiver

Veterans Resource Center

Building 2700, Room 2750

4000 Suisun Valley Road

Fairfield, CA 94534

Office: (707) 864-7105 - Fax: (707) 646-2092

E-mail: veterans@solano.edu Website: <https://solano.edu/centers/veterans-resource-center/>

While you are attending Solano Community College and receiving VA Education Benefit such as Chapter 30—Montgomery GI Bill®, Chapter 31—Veterans Readiness & Employment, Chapter 33—Post 9/11 GI Bill®, or Chapter 35—Dependents Educational Assistance, if you are being classified as an out of state resident & being charged the out of state tuition rate, the [Isakson and Roe Veterans Health Care and Benefits Improvement Act of 2020](#) and [Colonel John M. McHugh Tuition Fairness for Survivors Act of 2021](#) allows us to change your Solano Community College residency status to reflect the in-state tuition rate.

Full Name		Last 4 SSN	
Student ID	Date of Birth		
Address	City	State	Zip
Phone	Email		

SIGNATURE _____ DATE _____

OFFICE USE ONLY	
Petition Refers to: ☐ Spring 20____ ☐ Summer 20____ ☐ Fall 20____	
Eligibility Criteria: ☐ Veteran ☐ Spouse ☐ Child	
Eligible Benefits: ☐ CH30 ☐ CH31 ☐ CH33 Veteran ☐ CH33 Dependent ☐ CH35 ☐ Fry Scholarship	
Eligibility Documentation: ☐ VA Certificate of Eligibility ☐ DD-214 ☐ Tungsten PO	
Veterans Resource Center Decision: ☐ Approved ☐ Denied	
Veterans Resource Center Director or School Certifying Official: _____	
Veterans Resource Center Action: ☐ Residency Changed	
Veterans Resource Center School Certifying Official: _____	

Solano Community College

Admissions and Records

Request for Official Transcript Review and Unit Posting

SCCID #:		Date of Birth:	
Last Name:			
First Name:			
Email:			
Phone:			

School(s) that you requested to have transcripts sent to Solano **FROM**:

1)	2)		
3)	4)	5)	6)

Transfer Unit Posting – MUST have OFFICIAL transcripts on file

- Only college level classes that were taken and passed at a regionally accredited college will be posted.
- Only **OFFICIAL** transcripts from your previous institutions can be used for evaluation.
- Transfer unit posting may take up to 8 - 10 weeks after the receipt of this form **AND** receipt of a copy of ALL official transcripts listed above.
- Requests for which we have received transcripts are processed in the order the Request for Transcript Review was received.
- If you submit this form to us prior to our receiving your transcript(s) from another school(s), we will hold it for no more than one year.
- If you recently requested to have transcripts sent to us from another school for evaluation, in order for us to take any action you **MUST** be enrolled at Solano **AND** have submitted this form.
- Transcripts received without a request for evaluation and unit posting will not be evaluated.

I agree with the above guidelines and wish to have my units reviewed and transferred.

Student signature: _____ Date: _____

LAST NAME

FIRST NAME

OFFICIAL USE ONLY

SCCID #

CalVet College Fee Waiver Program (CVFW)

1. Completed application (DVS 40) signed by student and veteran.

- If you are applying for Plan A, you will need to complete VSD-020 (attached)
- If the veteran is unable to sign the DVS-40, you will need to complete VSD-021 (attached)

2. Verification of student's income for previous year *not required for Plan A applicants*

- First two pages of IRS Form 1040 with second page signed -OR-
- Individual Status Letter from CA Franchise Tax Board or Non-Filing Letter from IRS (see below)

3. Student's birth certificate (not required if you are reapplying)

- **Adopted:** A copy of the court ordered adoption papers
- **Stepchild:** A copy of the marriage certificate between your parent and stepparent

4. Verification of veteran's Service-Connected disability (not required if you are reapplying)

CVFW Application Submission

Submit all required documents to the Solano County Veterans Service Office:

Solano County Veterans Service Office		
CalVetFeeWaivers@solanocounty.gov	675 Texas Street, Suite 4700 Fairfield, CA 94533	Phone: 707-784-6590 Fax: 707-784-0927
Application can also be completed online with required documents above being uploaded during application: https://www.solanocounty.gov/government/veterans-services/calvet-college-fee-waiver-program		

Deadline: The deadline to submit 2026-2027 CalVet Fee Waiver **Authorization Letters** to the **Solano College Veterans Resource Center** is June 30th, 2027, by 11:59 PM.

What happens next?

The Solano County Veterans Service Office will review your application and documents. Once approved they will email the authorization letter to the student. It is the student's responsibility to contact the Veteran office on campus with their acceptance letter.

Important Notes:

- The CalVet Fee Waiver only covers a single academic year until you will need to reapply again. For example, the **2026-2027 Academic Year covers Summer 2026, Fall 2026, and Spring 2027.**
- The CalVet Fee Waiver only covers the cost of tuition (Listed as Enrollment Fee on your billing details).
- The student's AGI (line 11 of 1040 Tax form) and annual value of support from parent **CANNOT** exceed the California State poverty limit which is approximately **\$22,941** for Plan B of the CalVet College Fee Waiver.

If you did not file a tax return (IRS Form 1040):

Obtain an Individual Status Letter from the Franchise Tax Board (FTB) or a Non-Filing Letter from the Internal Revenue Service (IRS) for the **2025 Calendar Year**.

The FTB will not provide an Individual Status Letter until after tax season ends (usually April 15th) and the IRS will not provide a Non-Filing Letter until mid-June or later.

- 1) **FTB Website:** <https://webapp.ftb.ca.gov/ssa/ISL/facelets/IndividualStatusLetterHome.xhtml> p
- 2) **IRS Website:** <https://www.irs.gov/individuals/get-transcript>
- 3) E-mail the FTB: ftbindividualstatusletter@ftb.ca.gov
- 4) Go to the FTB: 3321 Power Inn Rd, Sacramento, CA 95826
- 5) Go to the IRS: 4330 Watt Ave, Sacramento CA 95821

CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS

COLLEGE FEE WAIVER PROGRAM FOR VETERAN DEPENDENTS

PLEASE READ THE INSTRUCTIONS AND INFORMATION CONTAINED ON THE REVERSE SIDE



1. STUDENT INFORMATION

Last Name: _____ First Name: _____ MI: _____

Social Security Number: ____ - ____ - ____ Date of Birth: _____ Marital Status: Married ☐ Single ☐

Street Address: _____ City: _____ State: _____ Zip: _____

Telephone Number: (____) ____ - ____ Student E-mail: _____

STUDENT'S relationship to veteran in Section III below: Adopted Child ☐ Biological Child ☐ Step Child ☐ Spouse ☐ Surviving Spouse ☐

VA EDUCATIONAL BENEFITS UNDER CHAPTER 35: Are you ELIGIBLE to receive? YES ☐ NO ☐ Currently receiving? YES ☐ NO ☐

ADJUSTED GROSS INCOME (AGI) of student from last year (January 1st through December 31st): \$ _____

***NOTE:** Refer to "Who May Apply Under Plan B" on the next page for required statements if you entered zero and AGI and Annual Value of Support.

ANNUAL VALUE OF ANY SUPPORT RECEIVED FROM PARENT: \$ _____

***NOTE:** Examples of support include, but are not limited to: college housing, transportation, books, school supplies, medical care etc. Under plan B, the total amount of the child's AGI and value of support, as listed above, cannot exceed the "[state poverty level](#)" as published in the resident requirement filing found on the Franchise Tax Board website.

2. SCHOOL INFORMATION

CALIFORNIA COLLEGE or UNIVERSITY you are attending or plan to attend: _____

ACADEMIC YEAR for which you are requesting waiver of tuition/fees: _____

3. VETERAN INFORMATION

Name Served Under: Last Name: _____ First Name: _____ MI: _____

SS# / VA Claim #: ____ - ____ - ____ Date of Birth: _____ Date of Death (if applicable): _____

Branch of Service: _____ Dates of Active Duty Service FROM: _____ UNTIL: _____

Street Address: _____ City: _____ State: _____ Zip: _____

Telephone Number: (____) ____ - ____ VETERANS E-mail: _____

If the veteran is alive, current percentage of service-connected disability adjudicated by the military or USDVA: _____ %

If the veteran is deceased, was the death "service-connected", or did the veteran have a service-connected disability at the time of death? YES ☐ NO ☐

I hereby certify under penalties of perjury that the information contained in this application and supporting documents is given for the purpose of obtaining educational benefits and is true, correct, and complete. I authorize the California Department of Veterans Affairs (CalVet) employees, officers, and designees to verify these documents. I hereby authorize the U.S. Department of Veterans Affairs, Department of Defense, Internal Revenue Service, and the Franchise Tax Board, to release information regarding my service-connected disability rating and/or income to CalVet with the understanding that the department will keep such information confidential. I hereby authorize the release of my CalVet College Fee Waiver Program for Veterans Dependents award letter to the College or University for which I am applying. I understand that educational benefits may be denied or found to be my responsibility to repay if any information is found to be false, intentionally incomplete, or misleading.

Signature of VETERAN: _____ Date: _____

(If veteran is unable to sign, parent/veteran spouse must complete and attach a VSD-021)

Signature of STUDENT: _____ Date: _____

BENEFITS

Waiver of all mandatory system wide tuition and fees at any State of California Community College, Campus of the University of California, or Campus of the California State University system.

WHO MAY APPLY?

1. **Students must meet the California residency requirements as determined by the college they will attend.**
2. **Students who meet the requirements of at least one of the following plans:**

- PLAN A:** The spouse, unmarried child, or unmarried surviving spouse of a veteran who is totally service-connected disabled (rating must have occurred prior to the child's 21st birthday) or who has died of service-related causes, may qualify. The veteran must have served during a period of war declared by Congress, or been awarded a Campaign or Expeditionary Medal. This program does not have an income limit. A child must be under 27 years of age to receive the fee waiver benefit. The age limit is extended to 30 years of age if the child is a veteran. There are no age limits for a spouse, unmarried surviving spouse or RDP. ***NOTE:** A dependent cannot receive this benefit if they are in receipt of VA Chapter 35 benefits.
- OR,**
- PLAN B:** The child (no age limit) of a veteran who has a service-connected disability, or had a service-connected disability at the time of death, or who died of service-related causes, may also qualify for a waiver. The child's income, which includes the student's **ADJUSTED GROSS INCOME, PLUS THE VALUE OF ANY SUPPORT** received from a parent, *cannot exceed the "state poverty level" as published by the Franchise Tax Board on December 31st of last year.* ***NOTE:** This figure changes annually. To obtain the applicable state poverty level, contact your local County Veterans Service Office (CVSO). In cases where the DVS 40 reports \$0 AGI & \$0 Value of Support, a certified statement must be completed which explains how the student affords to attend college and supports themselves.
- OR,**
- PLAN C:** Any dependent or unmarried surviving spouse of a member of the California National Guard who was killed, permanently disabled or died of this disability that resulted from activation under Military and Veterans Code Section 146.
- OR,**
- PLAN D:** Available to Medal of Honor (also known as Congressional Medal of Honor) recipients and their children.

HOW TO APPLY:

1. This form must be fully completed and signed by the student and the veteran. If a question does not apply, write "N/A". If veteran is unable to sign, parent/ veteran spouse must complete and attach a VSD-021.
2. A child, under PLAN B, must submit either a student-SIGNED copy of their federal income tax form 1040 or state income tax form 540, from "Last Year" or, if a child does not have a copy of their income tax, or if a child did not file a return, they must submit a statement from the Internal Revenue Service (800-829-1040) or the Franchise Tax Board (800-852-5711) which **must verify the amount of Adjusted Gross Income** or the fact that a return was not filed. ***NOTE:** CURRENT ACADEMIC YEAR ENTITLEMENT IS BASED UPON LAST YEAR'S ADJUSTED GROSS INCOME AND VALUE OF SUPPORT FROM PARENT.
3. If you are a child of a veteran, **you must attach a Verification of Dependency.** Acceptable verifications include, government-issued birth certificates, adoption records, and marriage certificates. Those seeking status as an Adopted Child or as a Stepchild must have entered into such status prior to the child's 23rd birthday.

WHEN TO APPLY:

You should apply for these benefits prior to attending school. Benefits are awarded on an academic year basis and students are required to reapply each year for ongoing benefits. NOTE: The earliest effective date fee waiver benefits may be awarded is the first day of the academic year in which an application is received.

WHERE TO APPLY:

To obtain an application, additional information and to apply for benefits under this program, contact your local County Veterans Service Office at: www.cacvso.org If eligibility criteria are met, use of the CalVet College Fee Waiver for Veterans Dependents may be applied to state-supported programs in the CCC, CSU, and UC systems. Some academic programs at these institutions that are considered self-supported, commonly referred to as extension courses or extended education are not covered under the CalVet College Fee Waiver program because these courses, degrees, and certificates are neither funded by the state nor are they system-wide programs. **Veteran dependents applying for this waiver should research residency requirements and specific academic programs thoroughly before applying to the college or university.**

TO LEARN MORE ABOUT THE BENEFITS YOU HAVE EARNED,

VISIT: www.cacvso.org or www.calvet.ca.gov

PRIVACY NOTIFICATION

Act of 1977 (Civil Code Section 1798.17) and the Federal Privacy Act (Public Law 93-579) require that this notice be provided when collecting personal information from individuals. Information requested on this form is voluntary and will be used for the purposes of identification and to determine eligibility for benefits under the provisions of Education Code Section 66025.3. The program is administered by: Deputy Secretary, Veterans Services Division, 1227 "O" Street, Sacramento, CA 95814. Failure to provide requested information will result in the delay or denial of benefits. Individuals may review available personal records during normal business hours. Appeals of denied benefits shall be filed with the Veterans Services Division (note address above) and must be in writing, stating the reasons the benefits should be granted, and filed within 90 days after the date of the "letter of denial."

DEPARTMENT OF VETERANS SERVICES

ALFRED SIMS
Director



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COUNTY**

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**VSD-020 - Election to Receive CalVet College Fee Waiver Benefits
Plan A in lieu of Chapter 35 Benefits
CalVet College Fee Waiver for Veteran Dependents**

ACADEMIC YEAR 2026-27

I understand that state law, specifically the Military and Veterans Code, Section 896.1, prohibits me from receiving State of California Department of Veterans Affairs (CalVet) college fee waiver benefits under Plan A if I am in receipt of United States Department of Veterans Affairs (USDVA) Dependents Education (Chapter 35) benefits.

I understand that if I apply for and receive USDVA Chapter 35 benefits, after being awarded CalVet college fee waiver benefits under Plan A for the same period, my CalVet college fee waiver benefits will be revoked retroactively, my college will be notified of actions taken, and that I shall be held financially responsible for any associated fees waived.

Understanding the above, I elect to receive CalVet college fee waiver benefits under Plan A, and certify under penalties of perjury, that I am not currently nor will I apply and receive USDVA Chapter 35 benefits for AY 2026-27.

Signature

Date Signed



VSD-021 - Non-Veteran Signature Certification For DVS-40 CalVet College Fee Waiver

Explanation of Why Veteran is Unable to Sign DVS 40 Application:

Note: If veteran is deceased, a copy of veteran's death certificate is required. If spouse applying under Plan A, documentation that verifies the explanation is required.

I hereby certify under penalties of perjury that the information contained on this document for the purpose of obtaining CalVet educational benefits is true, correct, and complete.

DATE:

Signature of non-veteran parent

Printed Name of non-veteran parent

Legal Relationship to Veteran Stated on DVS-40 Application