Veterans and Dependents Checklist

1. **DETERMINE ELIGIBILITY** – go to https://www.va.gov

   If applying for Veteran's Benefits for the **First Time**, complete the VA Application for Education Benefits at va.gov.

   TIP: Veterans - keep a copy of your DD-214 on hand to enter correct service dates
   Dependents – Have available the Social Security number of the parent who served time in the Armed Forces.
   TIP: If you are a child of a Veteran you MAY be eligible for a tuition waiver for the South Carolina VA Benefit. Click here for application and eligibility requirements.

2. **APPLY TO HORRY-GEORGETOWN TECHNICAL COLLEGE**

   Follow the standard Admissions Process at HGTC. Use this link to apply for a degree or certificate program.

   TIP: Veterans can have their admissions application fee waived by presenting their DD-214 or Military ID, or by contacting admissions@hgtc.edu for the Veteran fee waiver code.

   TIP: You can apply to HGTC before receiving your Certificate of Eligibility form.

   If you are veteran and are flagged for non-residency, please talk to the Veterans Coordinator as you may be eligible for a residency waiver.

   TIP: Once you have applied to college, you will receive a letter with your student ID number (H#) and password. Keep this letter in a safe place.

3. **TRANSFER CREDIT**

   Order official transcripts from all colleges you have attended. Include any colleges you attended before, during, or after your military service.

   Make sure to order your official military transcripts. Go to https://jst.doded.mil
   Or here for Air Force transcripts

   Request all official transcripts be sent to transcripts@hgtc.edu

4. **FAFSA**

   If you would like to apply for other Federal and State aid, complete the FAFSA (Free Application for Federal Student Aid) at www.fafsa.ed.gov . Our school code is 004925.

   TIP: Veterans may be entitled to financial aid in addition to their GI Bill.

5. **STUDENT DEVELOPMENT COORDINATOR (ADVISOR) AND REGISTRATION**

   Once HGTC receives your transcripts, you will meet with a Student Development Coordinator who will evaluate your course work and assist in mapping out an Education Plan that will clearly define your education goals. This advisor will also assist you to register for classes.

6. **REQUEST FOR CERTIFICATION**

   Submit your Request for Certification to the Financial Aid Office or online at Financial Aid Forms. (The form is near the bottom of the page)

   A new Request for Certification form must be turned in each semester.

7. **STUDENT ID CARD**

   Your student ID is used for identification purposes and checking out materials in the library. You can get your ID Card in TechCentral on each campus.

   TIP: You will need to bring a photo ID and a copy of your class schedule.

8. **ORIENTATION**

   The orientation can be taken online or in person. See the following for more information: https://www.hgtc.edu/admissions/new_student_orientation.html

9. **PARKING PERMIT**

   A valid parking permit is required for all vehicles parked at any HGTC campus. There is no cost for the parking permit. Parking permits are issued for the entire academic year instead of individual semesters and may be picked up at the Public Safety Offices on each campus.

   You will need a copy of your class schedule, car registration and student ID.

10. TEXTBOOKS

Required textbooks and courses are listed in the class Instructional Package and can be found on the bookstore's website: https://hortec.bncollege.com/shop/hgtc/home.

Consider whether Post-9/11 book stipend funding and/or financial aid funding will be available to you by the time you need to purchase books. (VR&E students will be issued a book voucher. Please check with the VA coordinator for details).

For more information please visit the Veterans Resource Center web page.