



*CCC Veterans Education and  
Training Center*  
**“Getting Started” Tutorial**

*CCC VET Center  
Community Center 100  
Oregon City Campus*

# Welcome Home & Welcome to CCC!

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- **CCC Veterans Services is located in Community Center CC100**
  - We were rated the Best in the West by the Military Times because we exist to serve those who've served! Let us help your transition from military service to civilian success.
  - Fall, Winter, & Spring Hours M-F 8:00AM-5:00PM (Summer: CCC is closed Fridays)
- **Contact Info:**
  - [vetinfo@clackamas.edu](mailto:vetinfo@clackamas.edu)
  - 503-594-3438 or 503-594-6609
  - [On Facebook](#)





# Step 1

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- **Apply** for Admission to CCC, it's easy and FREE!
  - <http://www.clackamas.edu/Apply/>
- *Don't forget to set up your MyClackamas account and your CCC email*



## Step 2

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- **Review** the CCC Catalog and choose a program of study
  - <http://www.clackamas.edu/Catalog/>
  - When utilizing VA Benefits, you must take courses that are part of your declared degree
  - **If you need assistance** choosing a program, or are undecided, academic advisors are available in the Community Center



# Step 3

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- Review and decide what VA Educational Benefit to utilize
  - [Review Your Benefits](#)
- **Apply** for your hard-earned benefits
  - [The VONAPP](#)
- Don't forget to submit and print your VONAPP confirmation page (a copy is needed for your VA file)

# Step 4

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- Take your **placement tests**
  - Math, Reading, Writing, and Computer Science
  - No appointment necessary, and they are free!
  - Located in Roger Rook 140
  - Don't forget to retain a copy of your results, you will need these for your VA file

# Step 5

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- **Meet with an Academic Advisor**
  - Located in the Community Center
  - Construct an Educational Plan for your declared program of study
  - Don't forget to retain a copy, you will need this for your VA file
  - Schedule participation in an NSA (New Student Advising) Seminar



# Step 6

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- **Complete your FAFSA** (Free Application for Federal Student Aid) Recommended/Not required
  - <http://www.fafsa.ed.gov/>
  - CCC School Code 004878
  - This is not VA benefits, all American Citizens are eligible to apply
  - You may qualify for grants that do not affect your VA benefits
  - For more information or assistance contact the FA experts in the FAFSA Lab or call 503-594-6100, [finaid@clackamas.edu](mailto:finaid@clackamas.edu)



# Step 7

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- **Enroll** in Classes that apply to your declared degree via MyClackamas
  - Enroll as early as possible, classes fill-up rapidly
  - Fill out the “Veterans Request for Certification” form and turn it in ASAP (!) to the VET Center
  - If you are waitlisted, watch your CCC email for notifications—you’ll likely get in

# Step 8

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- **Order official transcripts** from ALL sources, including your Military Service transcripts
  - We grant college credit for military training!
    - Navy/Marine: SMART <https://smart.navy.mil/>
    - Air Force: CCAF <http://www.au.af.mil/>
    - Army: AARTS <http://aarts.army.mil/>
  - Have official transcripts sent to:
    - CCC Records Office  
19600 Molalla Ave  
Oregon City, OR 97045



# Step 9

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- Complete CCC Veterans Services internal forms
  - VA Data Form
  - Rights and Responsibilities
  - Veterans Request for Certification (every term you attend)

# Step 10

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- **Gather all documentation and meet with a Veterans Certifying Official**
- You will need the following to complete your VA File:
  - VA Data Form
  - Rights and Responsibilities
  - DD-214
  - COE and/or signed copy of VONAPP
  - Educational Plan signed by an Academic Advisor
  - Placement test results
  - Veterans Request for Certification form



# Next Steps:

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- Bring your **Certificate of Eligibility (COE)** from the VA to the VET Center as soon as you receive it (via USPS).
- Verify Attendance: **Chapter 30, 35, and 1606** students are responsible for verifying their enrollment at [www.gibill.va.gov](http://www.gibill.va.gov) or by calling 1-877-823-2378
- **Notify us for any and all changes** (adds, drops or WHEN YOU ENROLL in a new term). (This helps avoid VA debt!)
- Ensure ALL of your **OFFICIAL transcripts** are ordered from all sources, (Colleges, Universities & military transcripts). Once received it can take up to a term to be evaluated.

# *Next Steps (continued):*

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- If you completed your **FAFSA** ensure you fill out and return all paperwork the Clackamas Student Financial Services Office (check your “myClackamas” account’s “my documents” for required forms).
- Keep a copy of ALL of your important paperwork
- **Join the Cougar Vets, our Veterans Club!!!** It’s a great way to make connections with other Vets and supporters. For more information, visit the VET Center.
- Pay attention to the “**Important Dates to Remember,**” page 6, located in each term’s Schedule of Classes
- **Register as early as possible** to ensure maximum class availability and early VA payment



# Grades

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- The VA requires that you maintain Satisfactory Academic Progress defined by the following:
  - 2.0 term GPA
  - Completion of over 50% of coursework
  - Refer to the CCC Catalog page 204-205 for specifics on Grading and Academic Standing
  - **Any grade other than A, B, C, D, or P can affect VA Benefits!**
  - "I" grades must be completed within 1 calendar year or will result in a debt to the VA
  - "F" and "N" grades must be retaken and successfully completed within 1 calendar year

# Questions/Contact Info

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**Please contact:** RB Green or Eboni Frederick-Pettway, your VET Center Team

Clackamas Community College

Oregon City Campus

Community Center #100

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