



- STEP 1** **Apply for VA benefits online at [www.gibill.va.gov](http://www.gibill.va.gov) if you have not done so.**
- Submit a copy of your VA Form 22-1990, Certificate of Eligibility and DD-214 (Member 4) to GCC Financial Aid Office.
- STEP 2** **If eligible, you must declare a major in a degree or certificate program. Complete the APPLICATION FOR ADMISSION AS A DECLARED STUDENT form and submit it to the Admissions & Registration Office located at the Student Services & Administration Bldg. along with proof of high school graduation or G.E.D. For more information, contact them at (671) 735-5531-4.**
- You must be accepted into Guam Community College seeking a degree or certificate program approved for funding by the U.S. Department of Veterans Affairs.
- STEP 3** **Request for OFFICIAL TRANSCRIPT(S) from previous college/university/military training that you attended to be sent to Guam Community College, Admissions & Registration Office. Submit an EVALUATION REQUEST FORM to the Admissions & Registration Office for your transcript(s) to be evaluated.**
- STEP 4** **Register for class(es) that apply to your degree/certificate program. Visit the Admissions & Registration Office or contact (671) 735-5531-4 or go online at [www.guamcc.edu](http://www.guamcc.edu) for registration information.**
- STEP 5** **Obtain a Deferment Letter from the Financial Aid Office located at the Student Services & Administration Bldg. (1st floor).**
- The Deferment Letter delays payment of tuition/fees/books until you receive your benefits. You are responsible for ensuring that your account is paid in FULL each semester.
  - Obtain your GCC ID before you proceed to the GCC Bookstore for books/supplies.

- STEP 6** **The Financial Aid Office will start certifying your enrollment after you have declared a VA approved degree/certificate program and are fully registered for the semester.**

- We will **ONLY** certify the course(s) that apply to your degree/certificate program.

- STEP 7** **Inform the GCC Financial Aid Office on any changes to your enrollment or program major.**

- Withdrawing from class(es) or failing grades may reduce or stop your benefits.
- To change your program or place of training, you must complete the VA Form 22-1995 or 22-5495 (for Ch.35 DEA).

Login to **MyGCC** at [www.guamcc.edu](http://www.guamcc.edu) to view information on your courses and account.

Contact Us!

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