

# ENROLLMENT REQUIREMENTS:

## A CHECKLIST FOR VETERANS & MILITARY AFFILIATED STUDENTS

### ☐ Apply for Admission

- Complete an [online application](#) to get the process started. The Admissions Office will send you a "Welcome Letter" through email with your LCCC Student ID, username and password.

### ☐ Explore the Military Benefits Available. Depending on your time and type of service, and other factors, you may be eligible for one of the following. You can apply through the [GI Bill® website](#).

- **Chapter 30 — Honorably discharged**
- **Chapter 31 — Disabled (service-connected) veteran**
- **Chapter 33 — Served at least 90 days active duty after 9/11/2001**
- **Chapter 35 — Dependent of deceased or 100% disabled veteran (service-connected)**
- **Chapter 1606 — Currently serving in the National Guard or Reserves**

- If you have previously used benefits at another college, you will need to complete a ["Change of Program or Place of Training"](#) form with the VA.

### ☐ Submit Your Admissions Documents

#### • Send official transcripts

- Request official transcripts for any previous college-level coursework. Transcripts should be sent to the Registration and Student Records Office at Lehigh Carbon Community College, 4525 Education Park Drive, Schnecksville, PA 18078 or [registrar@mymail.lccc.edu](mailto:registrar@mymail.lccc.edu).
- Submit your military transcript. Use the [Joint Services Transcript](#) for those who served in the Army, Coast Guard, Marine Corps, and Navy (Active Duty, Reserve and Veterans).
- For more information on transfer credits, visit <https://www.lccc.edu/admissions/veteran-services/admission-into-lccc-for-veterans>

#### • Schedule placement tests

- New students at LCCC are required to take placements testing to ensure that they are placed in appropriate classes. If you choose to use any standardized exams (CLEP/AP/SAT), you must provide official copies of your high school transcripts or scores.
- Students with previous college courses may be waived from all or part of the assessment test.
- Placement testing may be scheduled by calling 610-799-1124.

### ☐ Apply for Financial Aid

- Complete the Free Application for Student Aid (FAFSA), found online at [www.studentaid.gov](http://www.studentaid.gov) or contact the LCCC Office of Financial Aid at 610-799-1133.
  - FAFSA determines your eligibility for low/no interest student loans as well as state/federal grants.
  - Make sure to report any veteran/military benefits you expect to receive.
- **Access your College Financing Plan\* available in your LCCC portal.**
- Check out available scholarships at [www.lccc.edu/tuition-financialaid/scholarships](http://www.lccc.edu/tuition-financialaid/scholarships)

### ☐ Register for Classes

- All new, first time students should participate in the new student orientation ([NSO session](#)). If you have trouble signing up for NSOAR, please email [advise@lccc.edu](mailto:advise@lccc.edu).

### ☐ If you are using VA education benefits:

- **Submit Completed [Veterans Office Certification Information form](#)** to the School Certifying Official so your registration can be certified with the Department of Veterans Affairs. This MUST be done every semester.
- **Send a copy of your Certificate of Eligibility or DD-214** from VA through our [Secure Form](#)

### ☐ Arrange for payment of tuition and fees by the billing due date, if necessary.

**For questions, please contact our Veterans Services Team:**  
[veterans@lccc.edu](mailto:veterans@lccc.edu)

\*The College Financing Plan does NOT take into consideration any VA education benefits you may be eligible for. Detailed information regarding your VA education benefits can be discussed once you apply for and receive your Certificate of Eligibility from VA.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. Government website at [www.benefits.va.gov/gibill](http://www.benefits.va.gov/gibill).