**New Student Enrollment Steps**

1. **Apply for your GI Bill® benefits online** through VA.gov, if you have not already done so [https://www.va.gov/](https://www.va.gov/)
   - Click apply for Education Benefits and follow the instructions.
   - (Please make sure that your election Start Date is at least 2 weeks prior to the start of the semester. See [Academic Calendar](https://www.va.gov/))

2. **Create MEID Account and Apply for Admissions**
   - **Online:** [https://admissions.maricopa.edu/](https://admissions.maricopa.edu/) click on “Start Here!” and follow the directions
   - **In Person:** Complete the Student Admission Application form.
     - Provide proof of identity to the college
     - For tuition purposes, verify your residency status by providing a government issued ID.

3. **Activate your Maricopa email** by entering your MEID and password at google.maricopa.edu
   - *All college communications must come through your official student email account.*

4. **Apply for financial aid** (Recommended not required) Apply at [https://fafsa.ed.gov/](https://fafsa.ed.gov/)
   - *EMCC FAFSA School Code: 031563*
   - Additional information at: [http://www.estrellamountain.edu/students/financial-aid](http://www.estrellamountain.edu/students/financial-aid)

5. **Order official military and academic transcripts** from **ALL** colleges previously attended to include CLEP and Dantes (required by Department of Veteran Affairs). Army, Navy, Marine Corps, and Coast Guard veterans can access transcripts at: [https://jst.doded.mil](https://jst.doded.mil) Air Force veterans, CCAF transcript request form is available at the Veterans Center. *Transcript must be mailed directly to: Estrella Mountain Community College Attn: Admissions & Records 3000 N. Dysart Road Avondale, AZ 85392

6. **Take the on-campus placement tests or if you graduated High School in the last 10 years show your High School transcripts to testing services.**
   - Required for new students. Transferring students see advisor before testing. Additional information at: [http://www.estrellamountain.edu/students/testing-services](http://www.estrellamountain.edu/students/testing-services)

7. **Meet with the EMCC Veterans Academic Advisor** to identify a degree plan and assess your individual needs.
   - *Bring any transcripts (even unofficial) and questions.*

8. **Attend the Required Orientation Advisement and Registration (ROAR) This session will be your advisement and orientation to help you prepare for your first semester of classes. Be sure to bring:**
   - Your placement scores
   - Unofficial Transcripts
   - Student ID number

9. **Enroll in classes then Request for Benefits in the EMCC Veterans Center**
   - ***EVERY TERM as early as possible***
   - **Required Documents First Term:**
     - DD214, COE, Unofficial Transcripts
     - Additional information at: [https://www.estrellamountain.edu/students/veterans-services/forms-certification](https://www.estrellamountain.edu/students/veterans-services/forms-certification)

10. **Attend a Mandatory Veterans Benefits Orientation (VBO).** Required Attendance of Veterans and Dependents using VA Education Benefits.

    **Learning starts day one.** Students who do not show up for the first class will be dropped unless prior arrangements with the instructor are made.
Enrollment Checklist

☐ Apply for your VA benefits online
☐ Create MEID Account and Apply for Admission
☐ Submit residency documents to Admissions & Registration
☐ Activate your Maricopa email
☐ Apply for financial aid (optional)
☐ Request official military and academic transcripts
☐ Placement tests/High School Transcripts
☐ Meet with the EMCC Veterans Academic Advisor
☐ Attend “ROAR” Required Orientation Advisement and Registration

Date/Time: ______________________
☐ Enroll in classes
☐ Submit Request for Benefits in the Veterans Center
☐ Attend Required “VBO” Veterans Benefits Orientation

Date/Time: ______________________
☐ Attend your first day!

My Information

My Student ID #:

My MEID:

My Student Issued E-Mail:

__@maricopa.edu

Estrella Mountain Community College
Student Services (623) 935-8888
Option 1 – Admissions & Registration
Option 2 – Cashiers
Option 3 – Financial Aid
Option 4 – Advisement
Option 5 – Veteran Services
Option 6 – Testing
Option 7 – Scholarships
Option 8 – Bookstore

Register Early

To get the classes you want:
Summer – Opens in March
Fall – Opens in March
Spring – Opens in October

Additional Campus Services

Information Commons: (623) 935-8150
Library: (623) 935-8191
Tutoring Services: (623) 935-8189

Helpful Numbers for Veterans

VA Education Call Center 1-888-442-4551
WAVES 1-877-823-2378
Direct Deposit Helpline 1-888-442-4551
VA Debt Management Center 1-800-827-0648
VA Regional Office 1-800-827-1000
Veterans Crisis Line 1-800-273-8255
Phoenix VA Hospital 602-277-5551
BeConnected AZ Crisis Support 1-866-429-8387

EMCC Veterans Center
Enrollment Success Pocket Guide

Estrella Mountain Veterans Center
3000 North Dysart Rd, Avondale AZ 85392
Fall/Spring Office Hours
Monday – Thursday 8:00am-6:00pm
Friday 9:00am-5:00pm
Summer Hours Monday-Thursday 7:30am-6:30pm
P: (623) 935-8937
Email: veterans@estrellamountain.edu
EMCC Veterans Center website: estrellamountain.edu/students/veterans-services

Updated 5/15/2019