DELAWARE
COLLEGE OF ART
AND DESIGN

DCAD

600 N MARKET ST
WILMINGTON DELAWARE 19801
302.622.8000

Student:_____ **Date**:_____
First Name Last Name MO/ DAY/YR

Semester: ( ) **Fall**_____ ( ) **Spring**_____ ( ) **Summer**:_____
Year Year Year

Phone:_____ **Email:**_____

Military/Veterans' Benefits Process-Success Checklist

Completed?	What?	Where?
	Complete the Application for VA Benefits	http://vabenefits.vba.va.gov/VONAPP
	Apply for DCAD Admission.	https://www.applyweb.com/cgi-bin/app?dcad or In-Person at DCAD Admissions Office
	Take Placement Test. To determine entry level Writing level	Contact DCAD Admissions Office to schedule (302) 622-8867, ext. 118
	Submit Official High School Transcript or **Diploma** and **Official College Transcript(s).**	DCAD Admissions Office to verify high school grad status for Admissions' Transfer Credit Evaluation
	Declare a Major (Program of Study). Must select one approved program	DCAD Admissions Office
	Complete & Submit **DCAD Enrollment Agreement Form**	DCAD Admissions Office
	Meet with your DCAD Academic Advisor We encourage you to meet with your DCAD Academic Advisor prior to enrollment and periodically throughout the semester.	See your Academic Advisor assigned for your area of study
	See/review your **Financial Aid VA Shopping Sheet**	DCAD Financial Aid Office
	Review enrollment and course scheduling	DCAD Registrar, DCAD Records Office
	Review VA Education Benefit Policies and Procedures	http://www.dcad.edu/resources
	Submit VA Education Benefit Request Form **Attach copy of VA Benefit Certificate or Letter of Eligibility**	Download at www.dcad.edu/resources and submit to DCAD Financial Aid Office
	Notify the Financial Aid Office, VA Official of all **program changes**, i.e. course loan, major, etc.	DCAD Financial Aid Office
	Complete Enrollment Verification each Month as required of VA Benefit Recipients	W.A.V.E. Web Automated Verification of Enrollment https://www.gibill.va.gov/wave/index.do
	Attend and participate classes regularly. **Complete assignments on time.**	Every day,as scheduled.