

Becoming a New MSJC Student for Military Dependents – Online

1. **Application** – <https://www.msjc.edu/enroll/>
 - a. Click on “Apply Now.”
2. **Apply for VA Education Benefits** – <https://www.va.gov/education/how-to-apply/> (optional)
 - a. When Certificate of Eligibility (COE) arrives in the mail, please submit immediately after registering for classes by uploading at [Veterans Services Secure Document Upload](#)
 - b. If you have previously used VA education benefits complete Request for Change of Program or Place of Training (VA Form 22-5495) here: <https://www.va.gov/education/how-to-apply/>
 - c. Cal Vet Fee Waiver. For more information see <https://www.calvet.ca.gov/VetServices/Pages/College-Fee-Waiver.aspx>. Applications also available from MSJC Veterans Services
3. **Apply for Financial Aid** www.fafsa.ed.gov [MSJC Federal School Code: 001246] (optional)
4. **Obtain Your Username & Student ID Number** – EagleAdvisor ea.msjc.edu
 - a. On the Log In Page, click on “What is my Username and Student ID?”. You should have received an email with this information as well.
5. **Orientation** – EagleAdvisor ea.msjc.edu (may take up to 24 hours for your completion to show)
6. **Placement** - Students who graduated from high school within the last 10 years are eligible for Math and English placements based on high school transcript information reported on their admissions application. Click here to learn more: www.msjc.edu/MultipleMeasures. For those who have not received a placement based on multiple measures, our counselors can help with a placement clearance form.
7. **Activate Student Email** – EagleAdvisor ea.msjc.edu
 - a. Log in and select “Student EagleAdvisor.” Click on the “Activate Student Email Account” link.
8. **Submit Transcripts** – Official transcripts can be sent electronically from an institution or vendor via email to officialtranscripts@msjc.edu. Paper transcripts can also be mailed if they remain unopened.
 - a. Submit all previous transcripts from any schools attended including military transcripts for evaluation.
 - b. If using VA benefits (excluding the tuition fee waiver or Cal-Vet) all official transcripts must be received by the end of the second semester.
9. **Counseling** - To schedule an appointment online please visit: <https://msjc.craniumcafe.com/group/veterans>
Select a Veterans Counselor: Leslie Alarcon or Deisy Baltazar
 - a. Education plans are required if you are using VA Educational Benefits, otherwise it is highly recommended. Veterans Counselors are available online only.
10. **Check Registration Date** – EagleAdvisor ea.msjc.edu
 - a. Log in and select “Student Eagle Advisor.”
 - b. Under pre-registration select “when is my registration appointment do I have any holds to clear.”
 - c. If you do not feel your registration date is correct, please contact a Veterans Counselor.
11. **Register for Classes** – EagleAdvisor ea.msjc.edu
12. **Submit Documents** – via email to dchacon@msjc.edu last names A-M, brivas@msjc.edu last names N-Z.
 - a. Submit [Statement of Responsibility](#) (required each semester), Certificate of Eligibility (COE), Education Plan, Change of Major form (if required) to your certifying official via email.

Student ID # _____

EagleAdvisor

Username: _____

Password: _____

MSJC Student Email

Username: _____

@student.msjc.edu

Password: _____

MSJC Student Support Hub

www.msjc.edu/hub

Phone Numbers

MSJC Veterans Services
(951) 639 -5237

U.S. Department of Veterans Affairs
Education Benefits (888) 442 – 4551

California Department of Veterans Affairs
Riverside Office
(951) 955.3060

