



VETERANS ADMISSIONS CHECKLIST

1. Apply for admission to North Georgia Technical College, either as a Beginning Student or Transfer Student.
2. Determine your eligibility for various VA programs:
 - Determine which federal VA [educational benefit program\(s\)](#) you qualify for.
 - Compare the [monetary assistance](#) provided by each VA educational benefit program.
 - Gather [the information and paperwork](#) needed for your benefit program.
 - Complete the [Veterans Online Application](#) (VONAPP)
 - Request copies of your [discharge papers / separation documents](#) (DD214)
3. Complete the [Federal Application for Student Aid \(FAFSA\)](#) which must be submitted to be considered for any financial aid.
4. Communicate with the School Certifying Official, Ms. Crystal Dixon at crystal.dixon@northgatech.edu or 706-754-7727.
5. Explore [course materials](#) for your textbook purchases.

ACTIVE DUTY ADMISSIONS CHECKLIST

1. Seek and obtain approval from ESO, education advisor or installation commander prior to enrolling or submitting an admissions application to North Georgia Technical College.
2. Apply for admission to North Georgia Technical College, either as a Beginning Student or Transfer Student.
3. Complete the [Federal Application for Student Aid \(FAFSA\)](#) which must be submitted to be considered for any financial aid.
4. Communicate with the School Certifying Official, Ms. Crystal Dixon at crystal.dixon@northgatech.edu or 706-754-7727.
5. To request Tuition Assistance (TA):
 1. Log in to www.GoArmyEd.com using your user name and password
 2. Select the "Request TA Access" Smart Link, where you will be presented with the following steps:
 - Verification of TA Eligibility
 - Review of Training
 - Selection of home school and degree plan
 - Completion of the Common App
 - Submission of your TA Statement of Understanding (SOU)
 3. After you complete the a-e above, your Army Education Counselor/ESO will review your app and pending approval, activate your GoArmyEd account. You will receive an email when your app has been approved and you have access to request TA.
6. Explore [course materials](#) for your textbook purchases.