



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 NGTC's Financial Aid Office at finaid@northgatech.edu / 706-754-7700.
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 NGTC's Financial Aid Office at finaid@northgatech.edu / 706-754-7700.
5. To request Tuition Assistance (TA):
 1. Log in to <https://armyignited.com/app/> using your username and password
 2. Select the "Get Started" box, 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 a-e steps above, your ArmyIgnitED Counselor/ESO will review your app and pending approval, activate your ArmyIgnitED 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.