

# Northwest Florida State College

## Veteran Application Procedures

Veterans Success Center, Building 500  
 Phone: (850) 729-5375; Fax: (850) 729-4912  
 Email: va@nwfsc.edu

### Step 1: Start Admissions Process

- Apply to Northwest Florida State College (NWFS) online: [Northwest Florida State College Application](#)
  - Florida Residents** – Submit a [Declaration of Florida Residency](#) form along with supporting documentation required to be classified as a “Florida Resident” for tuition purposes.
  - Non-Florida Resident** – May be eligible to submit a [FL State Non-Resident Tuition Waiver for VA Eligible Students](#) (with supporting documentation) since the VA pays in-state tuition rates only.
- Order **ALL** Transcripts:
  - High School Transcript**
  - College Transcripts** - Request transcripts from any college attended and send directly to NWFS Academic Records and Enrollment Office.
  - Military Transcripts**
    - Army, Coast Guard, Navy, Marines:** Request military training transcripts at [Joint Service Transcripts \(JST\)](#)
    - Air Force:** Request CCAF transcripts at [Community College of the Air Force](#).
- Are you attending two schools at the same time?
  - Guest/Transient Students** – Veteran Services requires a Parent Approval Letter:
    - In-State Florida College** - Submit a Transient Student Request through [FloridaShines](#).
    - Non-Florida College** - Request parent letter from the degree granting school.

### Step 2: Apply for VA Benefits

- Apply for new benefit: [Vets.gov](#)
- Updating your current educational benefit: [Vets.gov](#)
  - Print confirmation page upon submission** (this will be accepted temporarily in lieu of official Certificate of Eligibility (COE)).
  - A Certificate of Eligibility is mailed to the student as a result of completing the application for benefits at Vets.gov.
  - You **MUST** provide a copy of your official Certificate of Eligibility to the Veterans Success Center.

### Step 3: Briefing:

- Establish a file with Veteran Services at NWFS’s Veterans Success Center Niceville Campus by providing the following documentation:

Veterans		Eligible Family Members
Chapter 33 (Post 9/11) Chapter 30 (Montgomery) Chapter 1606 (Reserve)	Chapter 31 (Vocational Rehab)	Chapter 33 (Transfer of Entitlement) Chapter 33 (Fry Entitlement) Chapter 35 (Spouse/Child)
<b>Vets.gov Confirmation Page</b> (Accepted temporarily in lieu of official COE)		<b>Vets.gov Confirmation Page</b> (Accepted temporarily in lieu of official COE)
<b>Certificate of Eligibility</b> (Required immediately upon receipt)	<b>Vocational Rehabilitation Authorization</b> (Received from Voc Rehab Counselor)	<b>Certificate of Eligibility</b> (Required immediately upon receipt)
<b>Student Information Packet/Briefing</b>	<b>Student Information Packet/Briefing</b>	<b>Student Information Packet/Briefing</b>