



Veteran Benefits – College of San Mateo Student Application Process for Basic Academy



You must complete steps 1-2 before contacting The Academy's Business and Student Services Director, Mr. Ernie Smedlund, at 408-229-4255.

- 1) Take and pass Law Enforcement [Entrance Assessment Exams](#) at The Academy.
- 2) Complete the registration process through [CSM online](#) and wait to receive both the OpenCCC AND CSM Student ID Numbers (you will need these for Step #3 when you call Mr. Smedlund).
- 3) Make your reservation through our main office at 408-229-4299. Inform the staff assistant that you are in the process of securing your VA benefits; ask to speak with Mr. Smedlund at the conclusion of making your reservation.
- 4) Complete the VA application for benefits at www.gibill.va.gov; scroll down and click on Apply for Benefits. Be sure to print two copies of the completed application: one for your records and one for the CSM Certifying Official – OR – provide a copy of your VA Certificate of Eligibility.
- 5) Obtain a copy of your [DD214](#).
- 6) Complete the [Enrollment Data Request \(EDR\)](#) and [Statement of Responsibility](#).

Present all documents to the VA Certifying Official at CSM, located in Building 10, 3rd floor, Admissions & Records. **If any of the above items are missing,** the VA Certifying Official will not be able to certify you.

Military Benefits Information: Want to know how you can get a copy of your DD214 online as well as other benefits available to veterans? The following website should be added to your favorites: <https://www.ebenefits.va.gov/ebenefits-portal/ebenefits.portal>. Once you register you will be able to track all of the benefits available to you as a veteran...loans, health information, dependency benefits, etc.

Certifying Officials:

Jeremy Mileo
650.358.6858
FAX: 650.574.6506
mileo@smccd.edu

Justine E. Evirs
650.574.6625
evirs@smccd.edu

Veteran Center (VROC) Contact:

Justine E. Evirs
650.574.6625
evirs@smccd.edu
Bldg 16/Room 150

BAH Calculator: <http://www.defensetravel.dod.mil/site/bahCalc.cfm>