



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



You must complete steps 1-2 before contacting The Academy's Business Services Coordinator, Shirley Andre, 408/270-6488.

- 1) Take and pass Law Enforcement [Entrance Assessment Exams](#) at The Academy.
- 2) Complete [CSM online college application](#) and wait to receive your CSM Student ID Number (you will need this for Step #3 when you call Ms. Andre).
- 3) Make your reservation through our main office. Inform the staff assistant that you are in the process of securing your VA benefits and ask to speak with Ms. Andre 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

Chequita Williams-Cox
650.358.6855
FAX: 650.574.6506
williamsc@smccd.edu

Veteran Center (VROC) Contact:

Rose Garcia
650.674.6625
FAX: 650.574.6681
garciarose@smccd.edu
Bldg/Room: 16/117

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