

Ohlone Community College District  
43600 Mission Boulevard  
Fremont, CA 94539-5847  
(510) 659-6000



Veterans Affairs Office  
Building 7, Second Floor  
(510) 659-6199  
veteransaffairs@ohlone.edu

---

## GUIDELINES FOR COUNSELORS

Dear Counselor,

This is a veteran or a veteran's dependent. As a veteran/veteran dependent, the student needs to have a *declared major* and must follow the *Student Education Plan* in order to receive the VA benefits. Please prepare the Student Educational Plan for this student. **NOTE: Student is only allowed to pursue one objective at a time, either AA or Transfer. If transfer, ONLY one UC/CSU school is allowed. Dual programs are allowed as long as both majors are offered at Ohlone College and they relate to the same career field (effective June 12, 2009). For the list of the approved programs, please log on <http://inquiry.vba.va.gov/weamspub/buildSearchInstitutionCriteria.do>.**

There are restrictions, under which the student may not receive benefits that you should know in order to prepare the Student Education Plan:

1. The Veteran Administration will not pay for courses the student's taken before and successfully completed.
2. The Veteran Administration will not pay for audited courses.
3. The Veteran Administration will not pay for personal development courses.
4. The Veteran Administration will not pay for non-accredited independent study courses.
5. The Veteran Administration will not pay for courses that do not lead to an educational, professional, or vocational objective.
6. The Veteran Administration will not pay for self-improvement courses such as reading, speaking, and English as a second language.
7. The Veteran Administration will not pay for PEs and/or ARTs courses unless the veteran student is majoring in PE or ART major and it is a **must take** course to fulfill the graduation requirement. **This restriction is only applicable to those that have military trainings (DD214).**
8. If the student is majoring in AA-AJ program, these selective courses will not be approved by the VA: AJ-140, AJ-141, AJ-144, and AJ-150.
9. The Veteran Administration will not pay for hybrid remedial/online remedial/independent study remedial courses.

In general, only courses that are applicable to the student's declared major are accepted by the VA.

If the student has attended schools other than Ohlone College, please ask the student for a copy of the transcript for each school and complete the Evaluation Form.

If you have any questions, please contact Trang Banh at ext. 6199.

Please sign below to indicate that the student has shown you the letter and you have read it. Please give this letter back to the student along with the prepared SEP.

Thank you for your help.

Your Name: \_\_\_\_\_ Date: \_\_\_\_\_