



Quarterly Certification

A student's guide.

Using the Student Document Portal

SVC | Skagit Valley College

HOME

Log In...

Please enter sid and pin to continue:

SID

PIN

LOGIN

Follow the link provided below or in the instructional document. Enter your student ID and PIN to log in.

Link: [SVC Veterans' Education Student Document Portal](#)

Upload Documents:

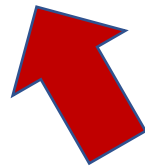


Student Document Portal

Welcome. Please choose an option to begin.

[View my uploaded documents](#)

[Upload documents](#)



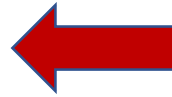
When you have all of the documents prepared and saved on your computer, select “Upload Documents” on the student portal.

If you have questions about how to download and save documents, see SLIDE 6-7 of this presentation.

When uploading documents:

Upload Documents

Veterans Education



–Choose A Category–

- (C011) Summer 2020 Degree Plan
- (C011) Summer 2020 Quarterly Enrollment Certification Form
- (C011) Summer 2020 Skagit Valley College Change of Program(s) and Place Worksheet
- Picture Identification Card
- (C010) Proof of Eligibility 2020-2021 School Year
- (C011) Summer 2020 Other Documents
- (C011) Summer 2020 Parent Letter
- Application for 100% Tuition Waiver for Dependents of Disabled or Fallen/MIA/POW Veterans DD-214
- Military Orders
- Skagit Valley College Washington State Veterans Discount Worksheet

Choose “Veterans Education” then choose the category of your first document. Choose one at a time and follow the steps from this and the previous slide for EACH document requested.

Choose “Browse...”, select your file, and click “Upload Document”:

Student Document Portal

Welcome. Please choose an option to begin.

[View my uploaded documents](#) [Upload documents](#)

Upload Documents

Veterans Education



(CO) Summer 2020 Quarterly Enrollment Certification Form



Browse...

Upload Document

Cancel

The document portal will accept files that are less than 4MB. The allowed filetypes are .docx, .doc, .pdf, .jpg, .png, .jpeg

Using the “[Forms and Resources](#)” page:

VETERANS EDUCATION FORMS



Quarterly Enrollment Certification Form
888.1 KB



Change of Program and/or Place Form
878.1 KB



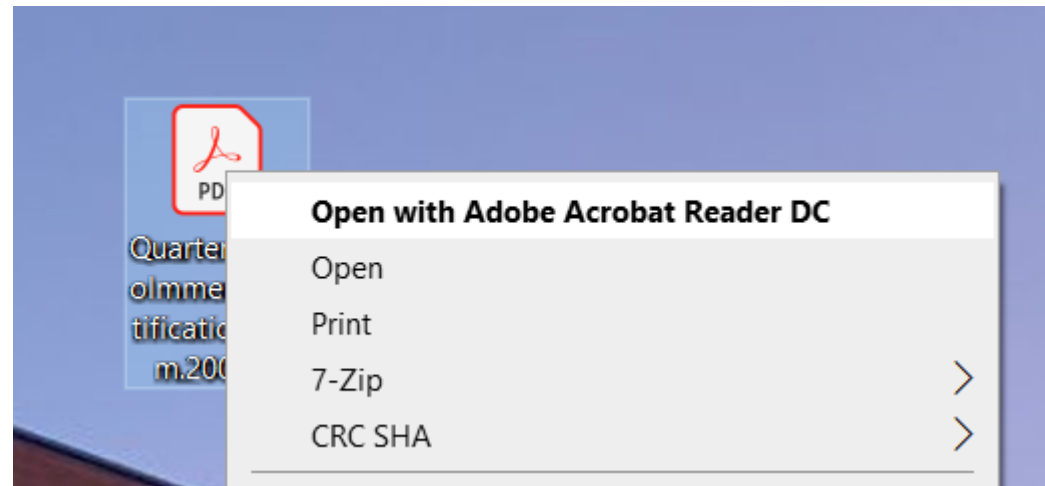
20% Tuition Discount Request Form – WA State
Veterans
850.1 KB







100% Tuition Waiver Application – Dependents of
Disabled or Fallen/MIA/POW Veterans
142.6 KB

Resources

Click on each individual form that you need, and save them to a known location on your computer. Right click on the form from the save location, and select “OPEN WITH”... choose a PDF reader like Adobe. Microsoft Edge can cause errors when saving, using a PDF reader is best.



Fill out the form using “Fill & Sign” or similar method:

-  Compress PDF
-  Fill & Sign
-  Send for Review
-  More Tools



BE SURE TO SAVE YOUR WORK!!

Student Information:

Full Name: Student ID Number:

Benefit Chapter you are using: I may run out of benefits this quarter

Today's Date:

This is:

My first time using Veterans Education benefits at SVC

My first certification for the quarter

An update to my certification

I am certifying for the (Summer Fall Winter Spring) quarter of (year)

Degree/Certificate Plans ([Link to check my plans](#)):

I **have not** changed my degree/certificates since my last update and they are:
You MUST list ALL degree plans you are pursuing if they HAVE NOT changed.

I am changing my degree plans, and have completed the [Skagit Valley College Change of Program Worksheet](#).

My new degree plans are:
List BOTH old and NEW degree plans if you are ADDING a degree OR List ONLY NEW if you are CHANGING your degree.

Classes to Certify ([Link to my classes](#)):

Certify all eligible classes for this quarter

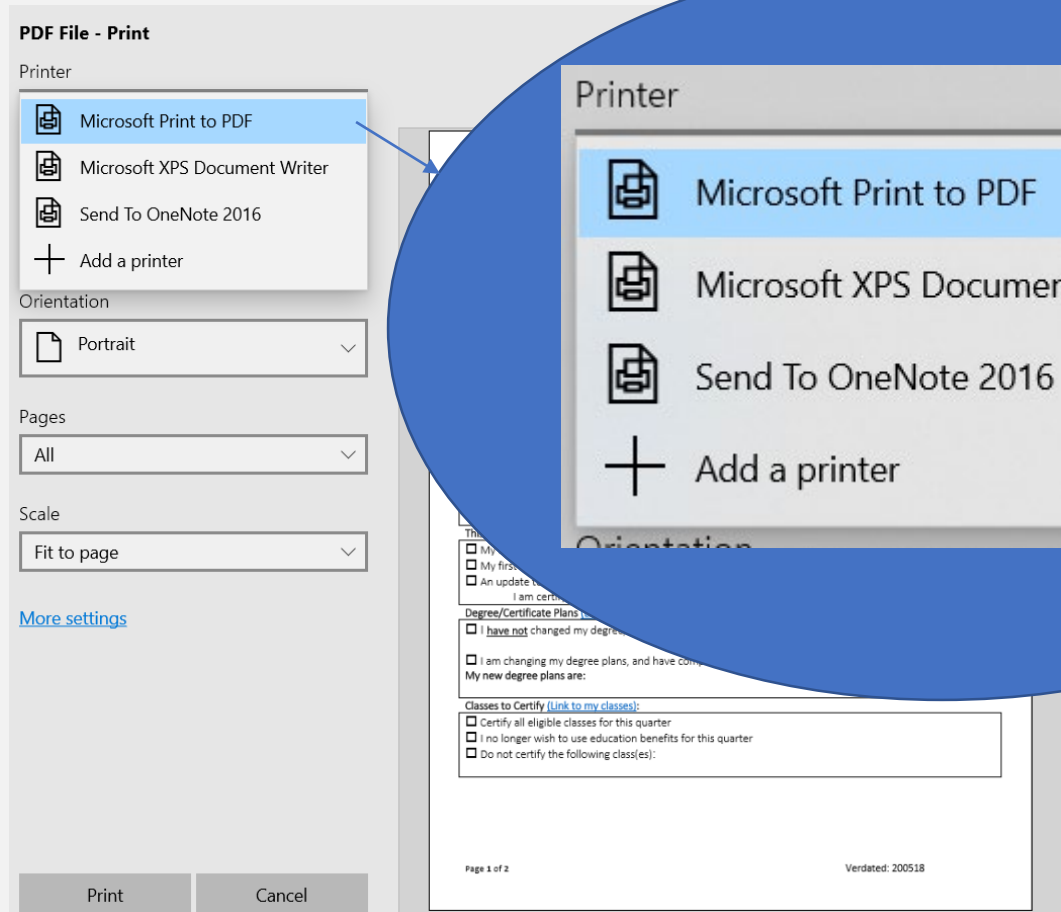
I no longer wish to use education benefits for this quarter

Do not certify the following class(es):
Check the above box if there are any classes that we SHOULD NOT certify and list the CLASS NAME here.

Select only one.

This is the most common selection.

Click “Print”, and change your printer to Print to PDF:



Selecting Print to PDF allows you to save your document to your desktop or a different location so that it is easy to find when uploading to the document portal. You can do this for most any document type including web pages.

***Remember to always re-open your saved PDF file to make sure that it has “printed” CORRECTLY. Please contact us with any questions.**

To find your Proof of Eligibility:

If you did not get an updated letter from the VA:

- Use [ebenefits](#) if you have an account

OR

- Go to the [VA Ask a question Portal](#) and:

- Create an account, and send a request for updated proof of eligibility/an award letter

OR

- Call the hotline at 1 (888) 442-4551

Contact Us:

If you have any further questions you can contact us at:

Mount Vernon: mv.vets@skagit.edu

Whidbey Island: wic.veteran@skagit.edu

