



SAN DIEGO
CITY COLLEGE
VETERANS



CH 31 Veteran Readiness and Employment

New Students

Provide your VR&E counselor with the following information:

- Vendor ID: **95264429901**
- Facility Code: **149-63-405**

If this is your first semester using your Chapter 31 VR&E, you **will need to submit** all of the following documents online through the JIRA student support desk system after you have registered for courses.

JIRA Student Support Desk Website:

<https://mysdccd.atlassian.net/servicedesk/customer/portal/4/group/86>

- DD-214 (Member 4)
 - Submit a copy under the Military and Veterans Form option on Jira
- VA STATEMENT OF UNDERSTANDING
 - Submit under the Military and Veterans Form option on Jira
- Unofficial Transcripts
 - for any previous colleges attended/JST
 - Submit all copies as an attachment under the VA Semester Worksheet/Class Adjustment option on JIRA
- VA SEMESTER WORKSHEET
 - Submit under the VA Semester Worksheet/Class Adjustment option on Jira

Make sure your education plan is entered in our system by a San Diego City College education counselor. If not, please contact cityva@sdccd.edu to schedule an appointment with a VA education counselor.

If you were flagged as a non-resident of CA, you will also need to submit:

- VETERANS NON-RESIDENT TUITION EXEMPTION
 - Submit under the Military and Veterans Form option on Jira

If this is your second semester you will need to create a comprehensive education plan with an education counselor that outlines the specific classes to take throughout the rest of your semesters at San Diego Community College District. Other classes not available on campus can be taken at Mesa and Miramar campuses without making changes to your home campus.

Continuing Students

If this is not your first semester at San Diego City College utilizing your VA Education benefit, please submit only the SEMESTER WORKSHEET after registering for classes to be certified for each semester you intend to utilize your VA education benefit.