



## Activate Your VA Education Benefits This Semester

Meet with your academic advisor to create or update your education plan **before registering for classes each semester**. VA education benefits can be used only for classes that fulfill requirements on an approved degree or certificate. Following your education plan is the most efficient way to complete your degree or certificate on time, and will ensure smooth processing of your VA education benefits. Log into your MyYC Portal and click the “Your Advisor” link to find out who your advisor is; then click on the “schedule an appointment” link or call **(928) 776-2106** or **(928) 634-6510** to request a visit.

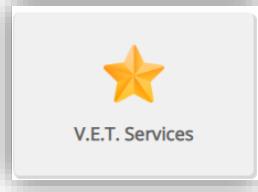
When you have your education plan, follow these simple steps to activate your benefits each semester:

### **Step 1 - Register Early.** Log in at [www.yc.edu](http://www.yc.edu) to search and register for classes.

Spring registration begins **10/13/2025** at 7am online. Offices open at 8am.

### **Step 2 - Submit your Semester Benefits Request.** This will prompt our office to review your class schedule and certify your eligible coursework to the VA.

- *Log in at [www.yc.edu](http://www.yc.edu) > open the V.E.T. Services menu tile > click Semester Benefits Request.* Then check your YC email regularly.
- Submit a new request at the time of registration each term, and again if you change your class schedule.



### **Step 3 - Sign Up for the Veterans Payment Plan.** This will serve as your agreement to pay, and allows time for your benefits to be processed before payment is due. See next page for more important info. *Students using Ch. 31 benefits, or with a financial aid award (Pell grant, scholarships, etc.) in excess of tuition charges, are exempt.*

Follow these instructions one time each semester to set up your Veterans Payment Plan:

- Log into MyYC at [www.yc.edu](http://www.yc.edu). Open the “V.E.T. Services” tile.
- Click the “Veterans Payment Plan” link. This will open CashNet.
- Click "View Payment Plan Options" and follow the prompts to complete. Read all on-screen information.

### **Step 4 - Verify your enrollment each month to ensure timely payments.**

This currently excludes only Chapter 31 VR&E beneficiaries: VA requires that you verify your continued enrollment each month with them for payment. Failure to verify your continued enrollment for two consecutive months may result in VA withholding your benefit payments until you verify.

Monthly verification methods vary by benefit type:

- **Chapter 33:** For info and a link to verify online, visit <https://www.va.gov/education/verify-school-enrollment/>. VA encourages you to sign up for text message verification. Call VA to be sure they have your correct mobile number, or to verify by phone: **1-888-442-4551**.
- **Chapter 30 and 1606:** Visit <https://www.va.gov/education/verify-school-enrollment/> for instructions.
- **Chapter 35:** Visit <https://www.va.gov/resources/verify-school-enrollment-for-dea-benefits> for instructions.

**Questions about monthly verification? Call VA's Education Line at 1-888-442-4551.**

## Understanding the Veterans Payment Plan

The **Veterans Automated Payment Plan** is your agreement to pay Yavapai College for your tuition and fees by the established deadline, *regardless of what may happen with your VA education benefits*. It is only available to students using VA education benefits. The Veterans Payment Plan allows your classes to be held and your benefits to be processed before payment is due to the college, as long as you get the first three steps above done early.

If you already have a non-VA financial aid award, the system may not give you the option to use this payment plan; this is typically because your financial aid award is sufficient to cover your tuition and fees, and therefore your financial aid award acts as your promise to pay. If you have questions, please call us at **(928) 717-7613**.

There is no down payment or set-up fee for this plan, but you will need to provide credit/debit card information as part of the set-up process. During certain dates each term, you may include textbook charges at the Yavapai College Bookstore in your Veterans Payment Plan for convenience; **bookstore expenses charged to this plan will be added to your balance due on the payment deadline**.

<b>Mark your calendar!</b>	<b>Spring Semester Dates</b>
Registration Begins	Monday, October 13, 2025
First Day to Charge Books to the Veterans Payment Plan	Saturday, January 10, 2026
Last Day to Charge Books to the Veterans Payment Plan	Thursday, March 26, 2026
<b>Payment Due!</b> Any remaining balance on your YC account for the semester will be charged to your credit card or bank account.	<b>Tuesday, April 7, 2026</b>

Plan to review your YC account in advance to avoid surprises on these dates. If you still owe a balance on the payment deadline, that amount will be drafted from the account you used during set-up. The payment deadline cannot be changed for any reason, so it is important to submit your Benefits Request early, and to apply for financial aid at [www.studentaid.gov](http://www.studentaid.gov) to ensure adequate financial resources. A \$25.00 late fee is charged for a missed or declined payment. More information about payment plans can be found on the YC Business Office website at <https://www.yc.edu/v6/business-office/payment-plans.html>. For questions, call the Cashier at **(928) 776-2124** or email [jami.dodwell@yc.edu](mailto:jami.dodwell@yc.edu). See also "How the Plan Works with Your Benefit" below.

## How the Plan Works with Your Benefit

**Chapter 33 Post-9/11 GI Bill®:** Because this benefit pays tuition and fees directly to the school, you may only have a balance due if one or more of the following applies: you are eligible at less than 100%; you take classes that are not applicable to your approved program; you charge textbooks to your Veterans Payment Plan; or you apply too late for benefits to be paid before the balance due date.

**Chapter 31 VA Veteran Readiness & Employment (VRE):** The Veterans Payment Plan is not needed if your benefit eligibility is established prior to registering. Contact your VRE Counselor to be sure your coursework has been authorized for payment before you register.

**All Other Chapters:** You are encouraged to make early payments in order to lower the total balance due on the deadline date. Contact the Cashier at **(928) 776-2124** or [jami.dodwell@yc.edu](mailto:jami.dodwell@yc.edu); visit [www.yc.edu/bills](http://www.yc.edu/bills) for info.

## Tips for Your College Success

★ **Obtain additional financial resources.** Contact the **Financial Aid Office** at **(928) 776-2152** with questions.

- Submit the **Free Application for Federal Student Aid (FAFSA)** online at [www.studentaid.gov](http://www.studentaid.gov).
- Submit a **YC Scholarship Application** in your MyYC portal with the link in the "Students" menu.

★ **We're part of your team!** Find information and schedule an appointment at [www.yc.edu/veterans](http://www.yc.edu/veterans).

📞 Phone us: **(928) 717-7613**.

✉ Email us: [vet.services@yc.edu](mailto:vet.services@yc.edu).