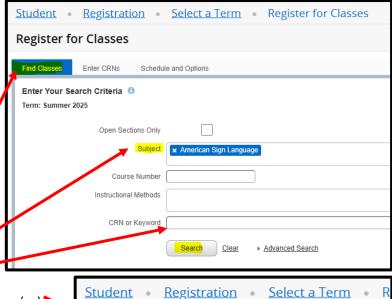
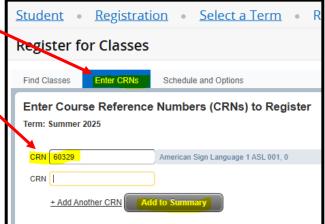
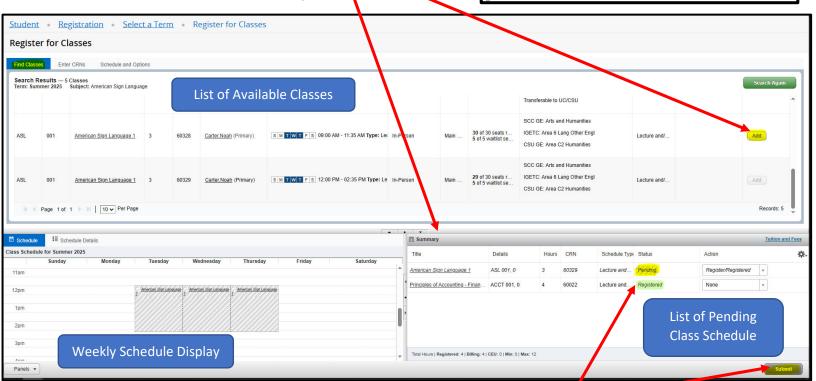
Register for Classes

- 1. Log into https://my.solano.edu
- 2. Click on the "Student" Tab (left side)
- Click on "New Student Self-Service" link in the "Student Notice" box
- 4. Click on "Add/Drop Classes" in the "Student Records" box
- 5. Select the semester you are registering for
- 6. In the "Find Classes" tab you should see a Search feature in the top half, a weekly schedule display in the bottom left, and a Summary of the classes (pending schedule) on the bottom right.
- 7. Type or select the Subject of the course you are searching for in the "Subject" box and click the "Search" button
 - a. If you already have the 5-digit CRN for the class(es) that you want to register for, click the "Enter CRNs" tab at the top, enter the CRNs, and select the "Add to Summary" button. Proceed to step 10.
- 8. A list of all the classes being offered with that subject will appear in the top half of the page. Browse through the classes and find the date, time, location, and instructor that will work best for you and your schedule.
- 9. Click the "Add" button in the far-right column of the Find Classes section to add the class to your PENDING schedule.



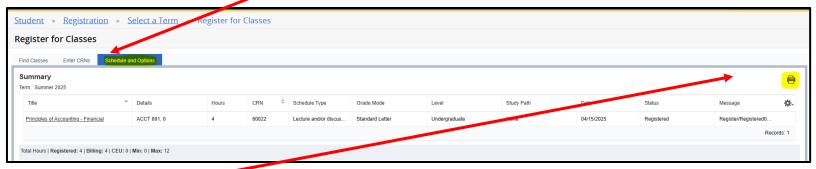




- 10. Once you finalize your schedule, click on "Submit" in the bottom right corner.
 - a. If you don't click on "Submit" your schedule will not be finalized and you won't be registered for any of the classes until it displays a green "REGISTERED"

Obtain your Schedule

- 1. Log into https://my.solano.edu
- 2. Click on the "Student" Tab (left side)
- 3. Click on "New Student Self-Service" link in the "Student Notice" box
- 4. Click on "Add/Drop Classes" in the "Student Records" box
- 5. Select the semester you registered for
- 6. Click on the "Schedule and Options" tab at the top left of the page



Select a destination

Save as PDF

Adobe PDF

Q Search destinations

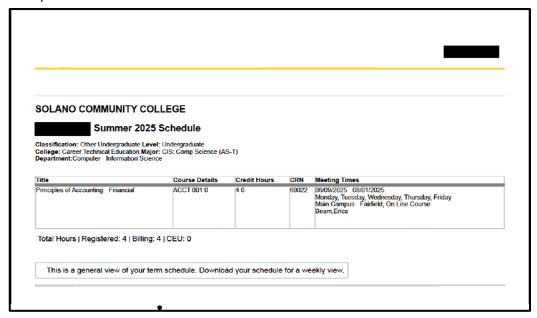
OneNote for Windows 10

Follow You on km papercut

- Computer Lab Printer http://172.16.183.3:65001

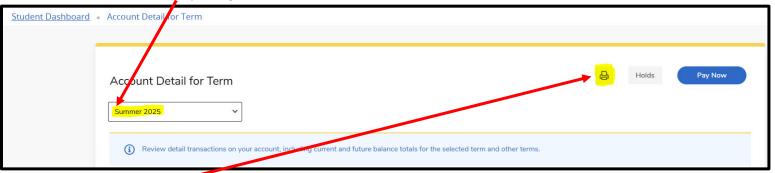
Microsoft Print to PDF

- 7. Click on the Print Icon in the top right of the page
- 8. Right click anywhere on the pop-up and select Print (or CTRL + P on your Keyboard)
- 9. When the Print screen appears, select "Save to PDF, Microsoft Printto PDF, or Adobe PDF" to save the page as a PDF that can be e-mailed to us as an attachment. You can also print to your default printer and then scan the schedule.
- 10. Save the PDF somewhere on your computer.
- 11. Attach PDF to an e-mail with your **Enrollment Status Form** and e-mail to <u>veterans@solano.edu</u> or bring into the Veteran's Resource Center
- 12. This is what your schedule should look like:

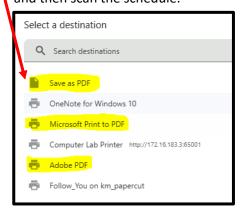


Obtain your Bill

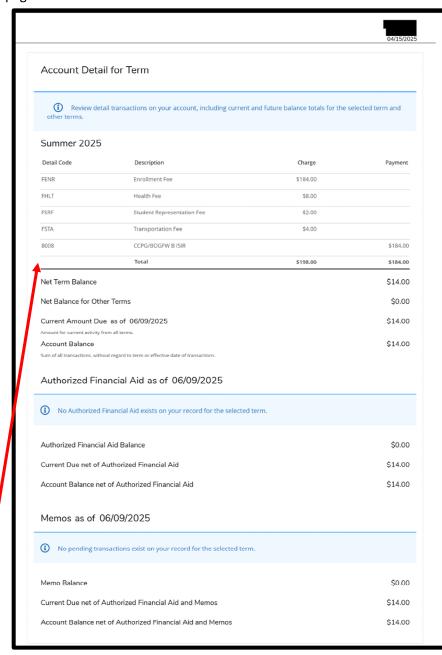
- 1. Log into https://my.solano.edu
- 2. Click on the "Student" Tab (left side)
- 3. Click on "New Student Self-Service" link in the "Student Notice" box
- 4. Click on "Account Details by Term" in the 'Student Accounts" box
- 5. Select the semester you registered for



- 6. Click on the **Print** icon in the top right of the page
- 7. Right click anywhere on the pop-up and select Print (or CTRL + P on your Keyboard)
- 8. When the Print screen appears, select
 "Save to PDF, Microsoft Print to PDF, or
 Adobe PDF" to save the page as a PDF that
 can be e-mailed to us as an attachment.
 You can also print to your default printer
 and then scan the schedule.

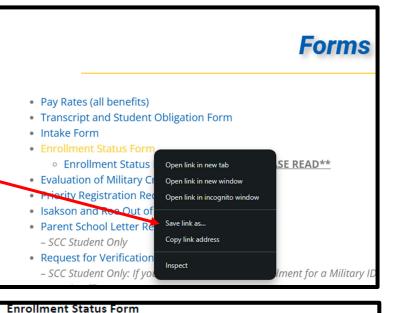


- 9. Save the PDF somewhere on your computer.
- 10. Attach PDF to an e-mail with your <u>Enrollment Status Form</u> and e-mail to <u>veterans@solano.edu</u> or bring into the Veteran's Resource Center
- 13. This is what your schedule should look like:



Complete an Enrollment Status Form

- Visit the VRC website: https://welcome.solano.edu/vrc-forms/
- 2. Right click on "Enrollment Status Form"
- 3. Select "Save Link as..." and save the PDF somewhere on your computer
- 4. Open the PDF that you just saved using Adobe Reader.
 - a. If you don't already have Adobe Reader, you can get it for free from https://get.adobe.com/reader/ make sure you deselect the optional "More addons" on the website before you download and install Acrobat Reader.
- Ensure that the Enrollment Status Form you're completing is dated 3/31/2025 or later in the bottom right corner next to "Form Revision Date"
- 6. Complete the Gray-Blue area's that indicate the form is fillable.
- 7. Save the PDF and e-mail it to veterans@solano.edu along with your schedule and bill.



SOLANO

COMMUNITY COLLEGE

SIGNATURE John Doe

Veterans Resource Center Building 2700, Room 2750 4000 Suisun Valley Road Fairfield, CA 94534

Office: (707) 864-7105 - Fax: (707) 646-2092

If you don't submit a schedule/bill with this form, <u>your paperwork will not be processed</u>.

E-mail: veterans@solano.edu Website: https://welcome.solano.edu/vrc-homepage Full Name: John DOe Last 4 SSN: 1234 Student ID: 106911111 Term to be certified: ☐ Spring 20 ☐ Summer 20 25 ☐ Fall 20 Benefit: ☐ CH30 ☐ CH31 ■ CH33 Veteran ☐ CH33 Dependent ☐ CH35 ☐ CH1606 ☐ Fry Scholarship Are you utilizing Solano College ASC (Accessibility Services Center)? I Yes No Has your contact information changed recently (If Yes, update below)? 🔲 Yes 📕 No City: Zip: Email: Phone: Course(s) Added Course(s) Dropped Ex: ENGL 001 Units Office Use Units Today's Date Office Use Ex: ENGL 001 MATH 020 4 5 CHEM 001 MUSC 013 3 Total Units: Total Units: 12 Read, understand, and Initial Each Line to agree: I authorize any staff member in the Solano Community College, Veterans Resource Center to discuss my case with any US Department of Veterans Affairs Representative. I authorize Solano Community College to request my official Joint Service Transcripts on my behalf. JD | I authorize Solano Community College to upload my official Joint Service Transcripts to the California Community College's MAP Database to determine if my military credit articulates into major and/or GE course credit. I understand that I am required to have an Education Plan written by a VA-approved counselor prior to being certified. I understand that I am required to complete an Enrollment Status Form with the Veterans Resource Center each semester in order to continue my Education Benefits. A failure to do so will result in an interruption in my Education Benefits. I understand that I will only be certified for classes that are on my VA-approved Education Plan and will not be paid for non-approved classes. I understand that I am required to inform the Veterans Resource Center of all changes to my schedule. A failure to do so may result in an overpayment on my part which will result in a debt to the US Department of Veterans Affairs. I understand that I am required to have all Official Transcripts sent to Solano Community College prior to my third semester of using my Education benefits. A failure to do so will result in an interruption in my Education Benefits. I understand that I am required to submit a copy of my Certificate of Eligibility for my education benefit within one semester of using my Education benefits. A failure to do so will result in an interruption in my Education Benefits. I understand if I drop any course(s) that changes my rate of pursuit, I will be required to pay a portion or all of my MHA or Monthly Stipend effective the first day of the semester to the VA. I understand that if I am receiving Chapter 30, 33, or 1606 benefits, I am required to contact the regional VA Education

Office at the end of every month to verify my enrollment. A failure to do so will result in an interruption of my benefits.

I understand that by signing this form I am acknowledging that I have read all information thoroughly and understand what information has been provided to me. I certify that: I am legally enrolled in the above courses, I am not repeating any course for

Form Revision Date: 3/31/2025