

Important!

Online Class Certification Instructions

1. Login to your MYPCC account.
2. Click the yellow College Business Tab at the top of the screen.
3. Click on the Veteran Services link entitled “certify my classes” located on the right hand side of the web page under the VA emblem.
4. The first question will be “Have you applied for VA education benefits?” Answer Yes or No.
5. Choose the term you want certified from the drop down menu (please note you may need to scroll down to find the current term).
6. The courses you are registered for and the current address we have on record will appear (please verify all information is correct).
7. There will be a box for comments. Please use this box if the address that is listed for you is incorrect, if another school is your parent school, or if there is additional information you want us to know when processing your classes.
8. Click the box and hit the submit button and your classes will be submitted to our office.
9. Please note that you cannot submit changes to your schedule using the online class submission. Please contact PCC Veterans Office if you make changes to your schedule after initial submission. You can email the office at veterans@pcc.edu or call 971-722-4502.

Please remember to always register for your classes as soon as you are able to and request certification by the Veteran Services Office. Please also remember ONLY those classes that apply towards your declared major at PCC can be certified for VA education benefits.

Thank you!