

OFFICE OF  
MILITARY  
AND  
VETERAN  
SERVICES



# STUDENT RESOURCE GUIDE

ARMY  
NAVY  
MARINE CORPS  
COAST GUARD  
AIR FORCE  
GUARD AND RESERVES

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## Message from the Office of Military and Veteran Services Executive Director, Everett Brooks III

**W**elcome to Azusa Pacific University! Our office is responsible for the advancement of services to our more than 500 military-connected students throughout the APU system. Our team is charged with assessing current student support structures and services for all military-connected students and launching new initiatives in our efforts to build community with and strengthen our services to student veterans, reserve officer training cadets, active duty personnel, reservists, and all military-connected family members. We have a goal to streamline APU process at all of the APU Regional Campuses and provide a world class experience to all military-connected personnel. Our vision is to make APU a destination for all transitioning service members and their families.

We are committed to quality services and resources awareness that builds community, engages alumni and provides employment, community service, and mentoring opportunities for all of our students.



“ I want to enhance our military and veteran services to the level of a five-star hotel with every military-connected and veteran student experiencing the highest level of service in every phase of the educational process.”

# AZUSA CAMPUS MILITARY AND VETERAN SERVICES

For Questions about:

Refer the Student to:

**Veteran Services**



Office of Military and Veteran Services  
 (626) 815-4603  
 mvs@apu.edu  
[apu.edu/militaryeducation](http://apu.edu/militaryeducation)

**Outreach and Enrollment**



Office of Military and Veteran Outreach and Enrollment Services  
 (626) 815-4631  
 mvo@apu.edu

**Education Benefits**



Office of Military and Veteran Education Benefits  
 School Certifying Official  
 (626) 815-3837  
 mveb@apu.edu  
[apu.edu/militaryeducation/benefits](http://apu.edu/militaryeducation/benefits)

**Academic Accommodations**



Learning Enrichment Center  
*(In trailer directly east of the Campus Safety Office)*  
 (626) 815-3849  
 lec@apu.edu  
[apu.edu/lec](http://apu.edu/lec)

**Counseling**



University Counseling Center  
 (626) 815-2109  
 ucc@apu.edu  
[apu.edu/counselingcenter](http://apu.edu/counselingcenter)

**VA Services**



(Western Location)  
 VA Los Angeles Center  
 11301 Wilshire Blvd.  
 Los Angeles, CA  
 (310) 478-3711  
[va.gov/directory/guide](http://va.gov/directory/guide)

(Eastern Location)  
 VA Loma Linda  
 11201 Benton St.  
 Loma Linda, CA  
 (909) 825-7084

**Student Veteran Club**



APU Veterans Club  
 Member Student Veterans of America  
 (626) 815-4603  
[Facebook: APU Veterans](https://www.facebook.com/APUVeterans)

**Suicide Prevention**



The National Suicide Prevention Lifeline  
 1-800-273-TALK (8255)  
[suicidepreventionlifeline.org](http://suicidepreventionlifeline.org)

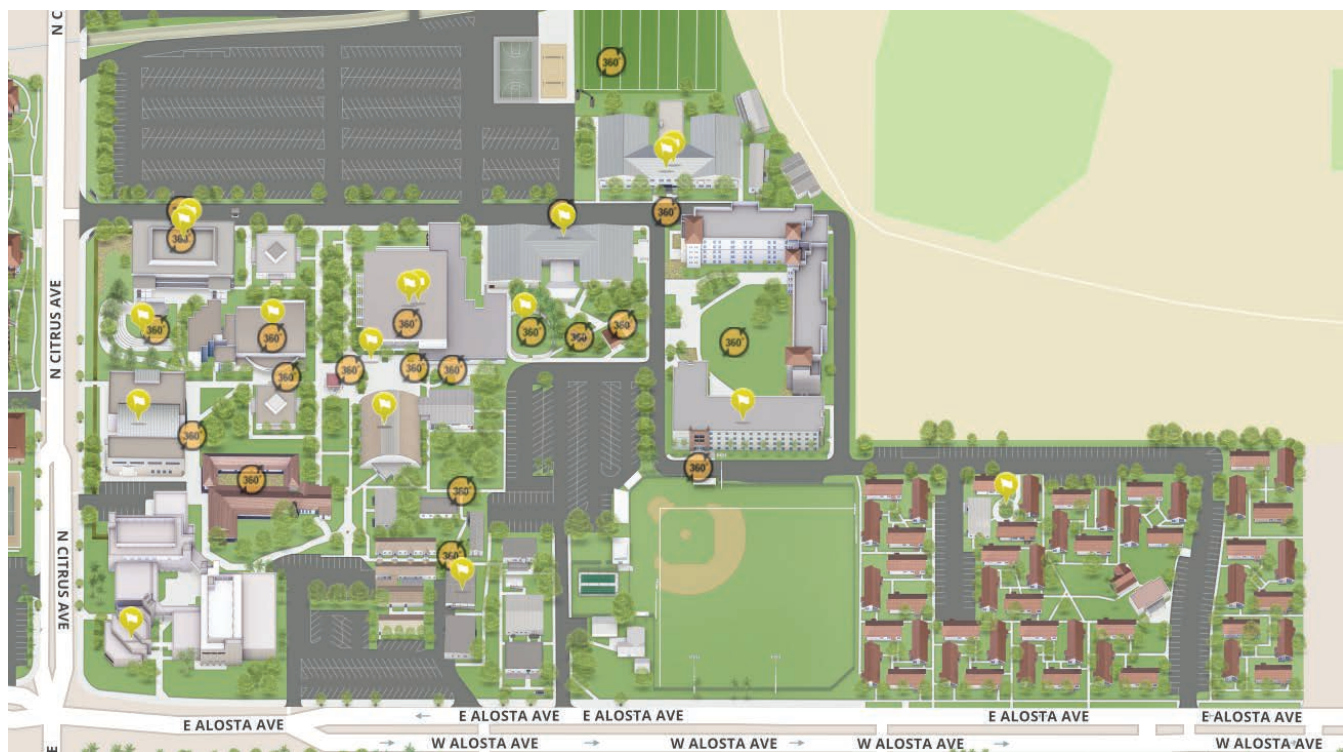
# MAP OF AZUSA CAMPUS RESOURCES

[apu.edu/map](http://apu.edu/map)

## WEST CAMPUS



## EAST CAMPUS







# APU MILITARY AND VETERAN SERVICES

## Office of Military and Veteran Services

The Office of Military and Veteran Services is committed to honoring and serving military members, veterans and their dependents through strong academic programs, professional development and spiritual health imparted by a caring community. Our office is located in Suite 115 of the Administration West Building: 568 E. Foothill Blvd. Azusa, CA 91702. Military and Veteran Outreach and Enrollment as well as Military and Veteran Education Benefits operate underneath the Office of Military and Veteran Services.



(626) 815-4603  
mvs@apu.edu  
[apu.edu/militaryeducation](http://apu.edu/militaryeducation)

# OUTREACH AND ENROLLMENT

## Military and Veteran Services



Military and Veteran Services (MVS) is also responsible for leading all recruitment efforts and enrollment activities for military connected students (active duty, veterans, reservists, coast guard, national guard, spouses, and children). This office serves as an advocate and liaison for all military connected students from the inquiry process through matriculation and as needed throughout their education journey. MVS is dedicated to ensuring a smooth transition for students from military life to civilian life and in navigating the academic process.



(626) 815-4631  
mvo@apu.edu  
[apu.edu/militaryeducation](http://apu.edu/militaryeducation)



# EDUCATION BENEFITS

## Military and Veteran Education Benefits

Military and Veteran Education Benefits (MVEB) is dedicated to helping you utilize your VA education benefits here at APU. Although eligibility is determined solely by the U.S. Department of Veterans Affairs, we will do all we can to help you get the most out of the education benefits awarded to you.

Please call or stop by anytime during office hours (Monday -Thursday 9 a.m - 5 p.m., Fri 9:30 a.m. - 4:30 p.m.). We enjoy meeting the students we are here to serve.

Feel free to contact our VA Certifying Officials with any questions or concerns you may have regarding accessing and/or processing your education benefits. The MVEB office is located at Administration West, 568 E. Foothill Blvd., Azusa, CA, 91702. Please check in at Suite 111. Parking is available in front of the building.

(626) 815-3837  
mveb@apu.edu  
[apu.edu/militaryeducation/benefits](http://apu.edu/militaryeducation/benefits)



Azusa Pacific's ROTC program combines the military strengths of discipline and leadership with the university's faith-based learning community, deepening and enhancing the college experience for our students. Cadets learn leadership skills that prepare them to join the Army or civilian workforce and are equipped to succeed in the most challenging circumstances.

The program brings together a tight-knit, welcoming group of scholar-leaders who value service and dedication to their country. ROTC cadets at APU regularly hold the top leadership positions in the 16-school ROTC Battalion that encompasses institutions throughout the Inland Empire. If you are interested in joining their ranks, contact us today!



Captain Joseph Guillet  
jrguillet@apu.edu  
(626) 815-4603  
[apu.edu/militaryeducation](http://apu.edu/militaryeducation)

# NEED TO KNOW

## Frequently Asked Questions (FAQ's)

### ***I am enrolled in school. When will I receive my benefits from VA?***

Once your school submits your enrollment information, it must be entered into the system by Veterans Affairs (VA). Because the VA is generally overwhelmed with enrollments at the start of each semester, it may take up to six weeks to process an enrollment during those times. Your patience is appreciated. We will process all of the enrollments in order by the date received.



### ***Can I be eligible for two or more education benefits?***

Yes, you may be eligible for more than one VA education benefit program. However, you may only receive payments from one program at a time. You can receive a maximum of 48 months of benefits under any combination of VA education programs you qualify for.

### ***Should I fill out the FAFSA?***

Students are encouraged to apply for Financial Aid through FAFSA. Even though most of a student's tuition and fees will be covered by your benefits, financial aid might help cover other costs.

# NEED TO KNOW

## Frequently Asked Questions (FAQ's)

### ***What documents do I need to apply for VA education benefits here at APU?***

1. Certificate of Eligibility COE/1905 (for Ch.31): If you have not yet obtained a Certificate of Eligibility from the VA, you can do so by either contacting the VA via their education benefits hotline at (888) 442-4551, or you can visit their website at [gibill.va.gov](http://gibill.va.gov) and follow the link "Apply for Benefits"
2. DD214 (If applicable)
3. APU MVEB Application Packet

Please call or email the MVEB office at (626) 815-3837 or [mveb@apu.edu](mailto:mveb@apu.edu) for details.

### ***What is the Yellow Ribbon Program and do I qualify for it?***

If you are one hundred percent Ch. 33 post 9/11, not on Active Duty, and not an Active Duty spouse (using transferred benefits), you qualify for the Yellow Ribbon program. This is an optional program that APU has generously participated in for several years.

However, the benefit is not guaranteed to be offered to the student in the future. Once the student has reached their fiscal year VA maximum, the yearly VA contribution the Yellow Ribbon program kicks in and the VA and APU will split the cost of your remaining tuition up to an additional \$28,000. A fiscal year in the VA is from August 1st - July 31st of the following year.

### ***Do I have to turn in paperwork each time a new term begins?***

Yes. Every term you must submit a new Certification Request Form showing all classes you would like to be certified for.

### ***How do I contact the VA directly?***

You can contact them at (888) 442-4551.



# ACADEMIC ACCOMMODATIONS

## Learning Enrichment Center

The Learning Enrichment Center (LEC) provides support to APU students through a variety of services and programs designed to promote academic success. Services include individualized and group tutoring, Supplemental Instruction Program (SI), training for the Peer-Led Team Learning Program (PLTL), student disability accommodations, College Level Examination Program (CLEP), examination proctoring services, freshman testing in reading, math, and writing, and individualized study strategies to support students in their academic endeavors toward excellence. The office is located on Azusa's east campus in the modules behind the Campus Safety Office. The LEC office hours are Monday - Thursday 8:30 a.m. to 5 p.m. and Friday 8:30 a.m. to 4:30 p.m.



(626) 815-3849  
lec@apu.edu  
[apu.edu/lec](http://apu.edu/lec)



# UNIVERSITY RESOURCES

## **Academic Calendar**

Consult the Academic Calendar at [apu.edu/calendar/academic](http://apu.edu/calendar/academic) for registration dates and deadlines.

## **APU ID Cards**

The One Card Office issues APU student identification (ID) cards. You have two options for obtaining an APU student ID:

1.) Go online to [apu.edu/campusauxiliary/onecardoffice](http://apu.edu/campusauxiliary/onecardoffice).

Remember to attach your photo to your order.

2.) Visit the One Card Office on located in the bookstore on west campus in Azusa during normal business hours: Monday - Friday 8:30 a.m. - 4:30 p.m.

## **APU Computer Store**

The APU Computer Store sells all merchandise at wholesale and educational discount prices and keeps APU on the forefront of technology by offering new Apple products upon release at Azusa's West Campus location and online at [computerstore.apu.edu](http://computerstore.apu.edu).

# UNIVERSITY RESOURCES

## APU WIFI

To use APU's wireless network, go to the wireless settings for your device, search for available networks and select APUWIFI.

Enter your APU NetID and password to connect.

IMT has provided documentation at [support.apu.edu](http://support.apu.edu) with more details regarding other troubleshooting tips. If you have questions, please contact IMT at (626) 815-5050.

## Office of the Campus Pastors

In the Office of the Campus Pastors, our desire for you is that your heart, soul, and mind be continually transformed by the renewing and redemptive work of God in your life—as both an individual and as a valuable part of the body of Christ. Please explore the Office of the Campus Pastors website to learn more about our office and how we may serve you. It is our desire to pray for the needs of our students. If you would like to submit prayer requests, please email us at [campuspastors@apu.edu](mailto:campuspastors@apu.edu). Your email will be forwarded to the campus pastors, and may also be forwarded to the faculty and staff volunteers who have committed to pray for APU students.

(626) 815-3855  
[campuspastors@apu.edu](mailto:campuspastors@apu.edu)  
[apu.edu/campuspastors](http://apu.edu/campuspastors)

# UNIVERSITY RESOURCES

## **Azusa Campus Safety**

(626) 815-3898  
campussafety@apu.edu  
[apu.edu/campussafety](http://apu.edu/campussafety)

## **Center for Career and Calling**

The Center for Career and Calling provides basic career and vocational planning tools that encourages individuals, whether an undergraduate student or veteran professional, to discover their gifts and abilities and infuse them into their careers. For more information, visit, email, or call the office.

Business Hours: Monday - Friday 9 a.m. - 5 p.m.

(626) 815-2103  
career@apu.edu  
[apu.edu/career](http://apu.edu/career)

## **Library Resources**

Use your APU ID Card to check out library resources or your APU NetID to access electronic resources or online databases at [apu.edu/library](http://apu.edu/library).

# UNIVERSITY RESOURCES

## Parking Permit

If you are parking on the APU Azusa campuses, you need a parking permit. If you only visit the Azusa campuses occasionally, you will need to obtain a visitor's pass on the day of your visit to prevent being ticketed. Usually, per counselor Ch. 31 students, the VA will cover parking passes.

Regional campuses do not require parking permits but all students are required to register their vehicles in case of emergency. Go to [apu.thepermitstore.com](http://apu.thepermitstore.com) to register your vehicle and read important parking, driving, and trolley information.

Summer class students are allowed to park in any spot on the Azusa campus except those labeled as faculty/staff or guest.



# UNIVERSITY RESOURCES

## Canvas

Canvas is APU's online learning management system (LMS). Faculty may require use of Canvas for student coursework including assignments, tests, and online forums. It is available at [canvas.apu.edu](https://canvas.apu.edu). If you need assistance with using Canvas, or the previous LMS, Sakai, please contact ITT at [ittsupport@apu.edu](mailto:ittsupport@apu.edu).

## SoulQuest

SoulQuest is the spiritual care ministry of Azusa Pacific University's graduate and professional students. We are here to help students integrate their spiritual journey with their vocational growth.

SoulQuest conveys the importance APU places upon the life of every person in the graduate and professional programs. Our understanding that the journey toward growth and wholeness is a quest that integrates intellectual and spiritual dimensions in the transformation of the soul.

Contact the program or regional campus staff for specific details regarding SoulQuest meetings and events.

(626) 815-3243  
[chaplainoffice@apu.edu](mailto:chaplainoffice@apu.edu)  
[apu.edu/chaplain/soulquest](https://apu.edu/chaplain/soulquest)

# UNIVERSITY RESOURCES

## Student Health Center

The Student Health Center supports the university by evaluating, treating, maintaining, and promoting optimal physical, mental, and spiritual well-being of the APU undergraduate and international student body. The Student Health Center serves as an advocate for patient care and promotes individual empowerment to enhance healthy lifestyle choices among patients.

(626) 815-2100  
healthcntr@apu.edu  
[apu.edu/healthcenter](http://apu.edu/healthcenter)

## Student Life - Undergraduate

Student Life challenges Azusa Pacific students to grow into God-honoring disciple-scholars through a number of innovative programs and engaging opportunities.

Interested in becoming a student leader? APU offers numerous on-campus opportunities for students who wish to serve their peers and community.

(626) 812-3061  
studentlife@apu.edu  
[apu.edu/studentlife](http://apu.edu/studentlife)

# UNIVERSITY RESOURCES

## **GPSGA**

The Graduate and Professional Student Government Association is the first of its kind on the Azusa Pacific University campuses. Serving as the official voice of more than 4,500 graduate and professional students at campuses across Southern California.

Find out more at [gpsga.apu.edu](http://gpsga.apu.edu).

(626) 815-4655  
[gpsa@apu.edu](mailto:gpsa@apu.edu)  
[apu.edu/gpc/studentaffairs](http://apu.edu/gpc/studentaffairs)

## **University Bookstore**

The University Bookstore offers textbooks, general books, clothing, gifts, and supplies at APU's West Campus location in Azusa, CA and online at [bookstore.apu.edu](http://bookstore.apu.edu).



# UNIVERSITY RESOURCES

## University Counseling Center

Students come to the University Counseling Center (UCC) for a variety of reasons. Some are looking for help in coping with the pressures associated with a challenging academic environment or adjustment to college life. Others want to learn how to be more effective in developing, negotiating, or maintaining relationships with others. Counseling can be beneficial for students who are feeling depressed or anxious, as well as those who want to examine their beliefs or explore their current life situation. The UCC offers students the opportunity to look at themselves and their environment and to change the way they think, feel, and behave so that they can make the most of their time at APU. UCC services available to currently enrolled graduate and undergraduate students include individual counseling, couples counseling, premarital counseling, group counseling, crisis intervention, and training and educational workshops. To schedule an appointment or get additional information, please contact us. (The UCC discourages the use of email to communicate with our office, as the confidentiality of these messages cannot be guaranteed.)

Our office is located east of the Baseball Field, across from the Health Center. In emergency situations, first call 911, then contact the Department of Campus Safety.

Office Hours: Monday - Friday 8:30 a.m. - 12 p.m., 1 - 4:30 p.m.

(626) 815-2109  
kcross@apu.edu  
[apu.edu/counselingcenter](http://apu.edu/counselingcenter)



# UNIVERSITY RESOURCES

## Writing Center

The Writing Center coaches APU students to improve their own writing by employing a better writing process. We can assist **any** APU student with **any** kind of writing project at **any** stage of the writing process.

**Any Student:** Undergraduate, graduate, professional, Azusa campus, regional campuses, non-residential, and online.

**Any Project:** Essay, article, thesis, dissertation, abstract, lab report, case study, exegesis, application, cover letter, creative writing, argument, analysis, and more.

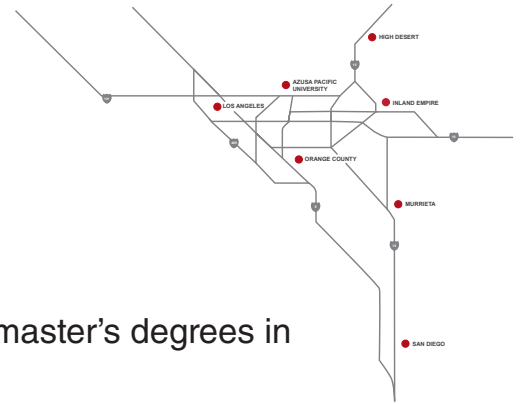
**Any Stage:** Brainstorming, drafting, revising, editing, proofreading, and documentation.

We look forward to working with you one on one, in groups, online, and in workshops! To set up an appointment, contact us or visit the Writing Center during our office hours: Monday - Thursday 10:30 a.m. - 9 p.m, Friday 10:30 a.m. - 4 p.m.

(626) 815-3141  
writingcenterstaff@apu.edu  
[apu.edu/writingcenter](http://apu.edu/writingcenter)

# REGIONAL CAMPUSES

[apu.edu/locations](http://apu.edu/locations)



## High Desert (Victorville)

15238 Pahute Ave., Victorville, CA 92395

Programs: Accelerated bachelor's degrees, credentials, and master's degrees in education, leadership, nursing, and psychology.

## Inland Empire (San Bernardino)

375 W. Hospitality Lane, San Bernardino, CA 92408

Programs: Accelerated bachelor's degrees, credentials, and master's degrees in business/management, education, leadership, nursing, and psychology.

## Los Angeles

3580 Wilshire Blvd., Ste. 200, Los Angeles, CA 90010

Programs: Accelerated bachelor's degrees, credentials, and master's degrees in leadership and theology.

## Murrieta

40508 Murrieta Hot Springs Rd., Murrieta, CA 92563

Programs: Accelerated bachelor's degrees, credentials, and master's degrees in business/management, education, and leadership.

## Orange County

1915 Orangewood Ave., Ste 100, Orange, CA 92868

Programs: Accelerated bachelor's degrees, credentials, and master's degrees in business/management, education, leadership, and psychology, and a doctoral degree.

## San Diego

5353 Mission Center Rd., Ste. 300, San Diego, CA 92108

Programs: Accelerated bachelor's degrees, credentials, and master's degrees in education, leadership, nursing, psychology, and theology.



# STUDENT VETERAN CLUB

[apu.edu/militaryeducation/studentlife](http://apu.edu/militaryeducation/studentlife)



Patriot's Club provides a built-in support network for service-members transitioning into academic life. The club offers a number of benefits, including social meetings and community service opportunities.



For more information, contact  
Reyna Pena  
(626) 815-4603  
[veteransclub@apu.edu](mailto:veteransclub@apu.edu)



## **ADDITIONAL MILITARY AND VETERAN SERVICES**

### **Christ's Church of the Valley Military Care**

[ccvsocal.com](http://ccvsocal.com)

Serving and caring for veterans in multiple capacities in San Dimas, California.

### **Department of Veteran Affairs**

[va.gov/directory/guide](http://va.gov/directory/guide)

Veterans of the United States armed forces may be eligible for a broad range of programs and services provided by the VA. Eligibility for most VA benefits is based upon discharge from active military service excluding dishonorable conditions - and certain benefits require service during wartime. The above link will direct you to the nearest locations for the following departments: Vet Centers (Counseling), Veteran Healthcare Administration, Veteran Benefits Administration, and many more.

### **Employment Development Department (EDD) and Partners**

[edd.ca.gov/Office\\_Locator](http://edd.ca.gov/Office_Locator)

The Employment Development Department (EDD) assists veterans and their eligible spouses in maximizing their employment and training opportunities. Veterans are entitled to many resources designed to help in their search for employment. The EDD veterans representatives specialize in assisting veterans in their efforts to return to work and are located in many local EDD offices. Services provided include a veteran 24-hour priority hold on all job listings, customized job search assistance, job fairs, employer recruitments, and other events and resources. Veterans are encouraged to schedule an appointment with an EDD veterans representative for personalized services and assistance to achieve professional goals.



# ADDITIONAL MILITARY AND VETERAN SERVICES



## Department of Rehabilitation

[rehab.cahwnet.gov](http://rehab.cahwnet.gov)

The California Department of Rehabilitation works in partnership with consumers and other stakeholders to provide services and advocacy resulting in employment, independent living, and equality for individuals with disabilities.

## On Campus Housing

[apu.edu/housing](http://apu.edu/housing)

The Office of Housing Services provides logistical support, helping undergraduate students secure their housing assignments, issuing keys and furniture, and maintaining student housing records.

## Non-Campus Rental Property (Azusa Vicinity)

[apu.edu/asset](http://apu.edu/asset)

The Office of Asset Management manages Azusa Pacific University's off-campus properties, offering assistance to students, faculty, and staff with rentals, purchases, and work orders.



# OTHER RESOURCES

## **County Mental Health**

Rio Hondo Mental Health Center  
17707 Studebaker Rd., Cerritos, CA  
(562) 402-0688  
Crisis Hotline: (800) 854-7771

## **Suicide Prevention Lifeline**

(800) 273-8255 - Press 1

## **Other Mental Health Services**

2-1-1 County Hotline-VA Crisis Hotline  
(800) 273-8552 (TALK) or TEXT to 838255

## **North Orange County Veterans Center**

12453 Lewis St., Suite 101, Garden Grove, CA 92840  
(714) 776-0161 or (877) 927-8387

## **Anaheim's Veterans Health Clinic**

1801 W. Romneya Dr., Suite 303, Anaheim, CA 92801  
(714) 780-5400 (VA)

## **Long Beach Healthcare System**

5901 E. 7th St., Long Beach, CA 90822  
(562) 826-5353 Counseling 24/7; (PTSD) (800) 342-9647

## **County Alcohol and Drug Services**

SAMHSA'S National Hotline: (800) 662-4357  
Department Of Public Social Services Substance Abuse: 1-800-564-6600



# OTHER RESOURCES

## **Local Domestic Violence Resources**

National Domestic Violence Hotline: (800) 799-7233

Domestic Violence Hotline LA County: (800) 978-3600

Orange County: (888) 600-4359

Riverside County: (800) 464-1123

San Bernardino: (909) 387-2020

## **Homeless Resource**

VA National Call Center for Homeless Vets

(877) 424-3838

[va.gov/homeless](http://va.gov/homeless)

US Veterans Inc./Villages at Cabrillo - (562) 388-8001

Volunteers of America - (213) 228-1911 ext. 3550 (213) 589-0442

RRRP (Rapid Response Referral Program) - (855) 917-2743

National Coalition for Homeless Veterans - (800) 838-4357

## **Legal Resources**

Public Counsel - Paul Freese

610 South Ardmore Avenue Los Angeles, CA 90005

(213) 385-2977, Ext. 109

Legal Aid Foundation of Los Angeles Long Beach Courthouse

415 W. Ocean Blvd., Room 505, Long Beach, CA 90802

(800) 399-4529

# OTHER RESOURCES

## Community Agencies/Non Profits

### Women Veterans Health Care

5901 E. 7th Street, Long Beach, CA 90822

Located on the first floor in building 126

(562) 826-5633

[womenshealth.va.gov](http://womenshealth.va.gov)

## Additional Veterans Services

### National Veterans Foundation

9841 Airport Blvd, Suite 418, Los Angeles, CA 90045

Office: (310) 642-0255, (888) 777-4443

### VA Long Beach Healthcare Homeless Outreach

POC: Mechel Stanley, RN

5901 E. 7th Street, Bldg. 126, Room K127-B

Long Beach, CA 90822

(562) 826-8000, Ext. 4822

### Greater Los Angeles Veterans Healthcare Systems Homeless Program

POC: Michael Johnson or Deborah

11301 Wilshire Blvd., Bldg. 206, Los Angeles, CA 90073





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