



# • NOTICE •



## Veterans and Their Families California College Fee Waiver Program for Academic Year 2024–25

The County of Ventura Veteran Services Office will begin accepting applications for the [California College Fee Waiver Program](#) for academic year 2024–25 on April 16, 2024. In an effort to assist Veterans and their families with this process, please review the following information.

Per the California Department of Veterans Affairs, California College Fee Waivers can only be processed for students attending University of California schools, California State University schools and Community Colleges in California as **in-state students** according to their college/university's requirements. **Private institutions or universities are not eligible for this program.** To apply for the California College Fee Waiver Program, the following documents must be completed and submitted:

- **California Department of Veterans Affairs, College Fee Waiver Program Application (DVS 40)**
  - » This form must be completed, signed and dated by both the Veteran and student. Please use the form found at [www.calvet.ca.gov/vetservices/pages/college-fee-waiver.aspx](http://www.calvet.ca.gov/vetservices/pages/college-fee-waiver.aspx) (*Students must have a personal email address, not a .edu address.*)
  - » If eligible for USDVA Dependent Education Assistance (Ch35) and applying under Plan A of the College Fee Waiver Program, you must submit a [VSD-020](#).
  - » If the Veteran is unable to sign this form, the parent/veteran spouse must complete and attach a [VSD-021](#).
  - » A separate DVS40 is required for each college.
- **Proof of Veteran/Student Relationship**
  - » A government issued birth certificate showing the names of both parents is required.
  - » If the student has a different last name than the Veteran, a birth certificate and the parent's marriage certificate must be provided.
- **Proof of Veteran's VA Disability Rating**
  - » A copy of the VA or Department of Defense Award letter is required. If applying under Plan A and the veteran is not rated permanent and total, verification within the last 12 months stating service-connected disability rating percentage and effective date of the award is required for each academic year. You may obtain a Summary Benefit Letter by logging into [VA.gov](#) or by calling the VA at 1-800-827-1000.
- **Proof of Student's Annual Income**
  - » A **signed and dated** 2023 IRS or Franchise Tax Board (FTB) tax return, or IRS or FTB letter of non-filing is required if applying under Plan B. No other tax documents (e.g. tax transcript, W2, etc.) will be accepted in lieu of the required tax return or letter of non-filing. If a tax return was electronically submitted, confirmation that the return was accepted must also be provided.
  - » If the student is married, a copy of the joint tax return and copies of the student's W-2s and/or 1099s must be provided to show that the student's income does not exceed the income limit.
  - » If the student reports an Adjusted Gross Income (AGI) of \$0 and a value of support of \$0 (on the DVS 40 form), a documented statement explaining how the student is supporting him or herself must be attached to the DVS 40.
  - » Please note the AGI and value of parental support used to determine eligibility based on income for academic year 2024–25 **cannot exceed \$21,561** to be eligible for Plan B.

### Next Steps:

Submit your California College Fee Waiver Application and supporting documents in any of the following ways:

**Email:** [HSA-Veterans@ventura.org](mailto:HSA-Veterans@ventura.org)

**Mail or in person:** County of Ventura, Veteran Services  
2901 N. Ventura Rd., 3rd Floor  
Oxnard, CA 93036

**Drop box:** Located on Ventura Road (the gray box marked VSO at the parking lot entrance)

**Fax:** 805-477-5418

**Please allow up to 10 business days to process California College Fee Waiver Applications.**

To find an IRS office near you, go to [apps.irs.gov/app/office-locator](https://apps.irs.gov/app/office-locator) or call the Camarillo IRS Office 844-545-5640; FTB 800-852-5711

If you need additional information or have questions, please contact the Veteran Services Office at 805-477-5155 or by email at [HSA-Veterans@ventura.org](mailto:HSA-Veterans@ventura.org). You can also visit [VCHSA.org/veterans](http://VCHSA.org/veterans).