

Military Student Checklist

<i>Before You're Admitted</i>	<i>After You're Admitted</i>
<ul style="list-style-type: none"> ✓ Visit and Tour Campus <ul style="list-style-type: none"> • Contact the Admissions Office to schedule a tour at (704)337-2314 • Meet with an admissions counselor to learn about the programs that are available. ✓ Apply for Admission to Queens <ul style="list-style-type: none"> • Online at www.queens.edu/Admissions-and-Financial-Aid/Adult-Undergraduate-Admissions.html ✓ Apply for VA Educational Benefits <ul style="list-style-type: none"> • Apply online at www.gibill.va.gov using the "Veterans Online Application". • You will need a copy of a voided check and if discharged from active duty, a Member 2 or Member 4 copy of your DD-214. • Provide a copy of your Certificate of Eligibility (COE) letter to the VA certifying official in Jernigan 102. ✓ Submit a Federal Student Aid Application (FAFSA) <ul style="list-style-type: none"> • Apply online at fafsa.ed.gov with school code 002957 • Complete the application annually. ✓ Apply for Scholarships and Grants <ul style="list-style-type: none"> • Check online (search Queens.edu) • Check with www.studentveterans.org ✓ Send For Transcripts <ul style="list-style-type: none"> • Request a military transcript from your branch of service: <ul style="list-style-type: none"> • Army, Navy, Marines, & Coast Guard – https://jst.doded.mil/ • Air Force – https://www.au.af.mil/au/ccaf/ • Request transcripts from any college or university you have attended. Have them sent to the Admissions Office. 	<ul style="list-style-type: none"> ✓ Once Accepted <ul style="list-style-type: none"> • Meet with the admissions counselor to select your classes • Meet with the VA certifying official to ensure that your paperwork is complete ✓ Schedule and Attend Orientation <ul style="list-style-type: none"> • Sign-up for orientation. • At orientation you will: <ul style="list-style-type: none"> ▪ Purchase your books and supplies ▪ Get your parking pass ▪ Get your student ID ▪ Meet the academic advisor ✓ Monitor Your Student Accounts & Financial Aid <ul style="list-style-type: none"> • Queens' official method of communication is by email. Once you are accepted, you will be given an email address. Set your account up and check it often. • MyAccounts is your student account portal. Monitor this account to check balances and when VA/financial aid payments are posted. • Your account must be paid in full or VA benefits certified in order to register for classes each semester. • MyFinancialAid is your portal for financial aid including scholarships and grants. You must accept awards for them to post to your student account. ✓ Contact Student Disability Services (if applicable) <ul style="list-style-type: none"> • View the SDS website and make an appointment if you have any service-connected or learning disability needs: 704-337-2508 • Services are private and confidential. ✓ Get Involved in the Military and Veteran Student Association, QU-4-Troops. <ul style="list-style-type: none"> ✓ Check in with MyQueens, Hayworth School page for information on meetings. ✓ Visit the Military Student Affairs Office <ul style="list-style-type: none"> • The Veterans work-study student or the Dean of Hayworth School can answer your questions about Queens and local resources. • Come hang out and share your stories.

Contacts:

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