



# **NEW STUDENT CHECKLIST**

## VETERAN READINESS & EMPLOYMENT PROGRAM (CH31)

### **Apply to UCCS**

- Apply at [uccs.edu](http://uccs.edu)
- Register for Orientation by visiting [orientation.uccs.edu](http://orientation.uccs.edu)

### **Apply for Certificate of Eligibility (COE)**

- Apply at [va.gov](http://va.gov)
- VA Benefits and Health Care > Education and Training > Veteran Readiness and Employment (Chapter 31)

### **New Student Intake (NSI)**

- Come by the McCord-Herbst Student Veteran Center (VMA) located at 1202 Austin Bluffs Pkwy, bottom floor of Gateway Hall OR call us at (719) 255- 3253

### **Enroll in Classes**

- Enroll in classes through the student portal or by visiting [registrar.uccs.edu/class-registration-guide](http://registrar.uccs.edu/class-registration-guide) for step-by-step instructions

### **Residency Status**

- Complete the Tuition Classification Form (TCF)
- UCCS Portal > Records and Registration > Tuition Classification Form

### **Request for Enrollment Verification**

- UCCS Portal > Records and Registration > Veteran Benefit Enrollment - REV
- \*This form MUST be completed EVERY semester you would like to use your benefits before census date to avoid late fees

### **Financial Aid (FAFSA) and College Opportunity Fund (COF)**

- UCCS Portal > Student Financials (Bursar) > Authorize COF
- Apply for FAFSA: [www.studentaid.gov](http://www.studentaid.gov)

### **Textbook Affordability and Access Program (TAAP)**

- All Students are automatically enrolled in the TAAP program, if you do not opt out, the book fee will be added to your student bill and will be your responsibility.
- If you choose to opt out, you must do so each semester and will be responsible for finding all required textbooks. For more information visit: [www.uccs.edu/taap](http://www.uccs.edu/taap)



Veteran and  
Military Affairs

UNIVERSITY OF COLORADO  
COLORADO SPRINGS

# **Additional Information and Resources**

## **College Opportunity Fund (COF)**

- All students who as classified as a CO resident and are pursuing an undergraduate degree qualify for COF
- The process includes two-steps: applying for COF and then authorizing the use of funds
- For any questions regarding COF please contact the Office of the Registrar at (719) 255-3361

## **Financial Aid (FAFSA)**

- Students receiving VA benefits can also use financial aid
- The UCCS Financial Aid office will email your student email address with an award offer once your application is processed
- You must then accept/decline any aid on your student portal by visiting the financial aid section

## **Textbook Affordability and Access Program (TAAP) and Parking Pass**

- Once your REV form is approved, you will be added to the Bookstore's special accounts list and can charge approved items to your student account. The VA will be invoiced for these charges after the census date.
- After the census date, you must sign for your bookstore charges via DocuSign. Completing this step is required to avoid payment delays. **Failure to sign will result in your bill not being paid.**
- You can charge your parking pass to your student bill at the time of purchase.