

# DEPENDENT EDUCATIONAL ASSISTANCE (CH35) NEW STUDENT CHECKLIST

## **Apply at UCCS**

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

- Apply at [va.gov](https://va.gov)
- Under Education tab - Apply for education benefits
- Takes 30 - 60 days to be physically mailed to you

## **New Student Intake**

- Complete in Veteran & Military Affairs office
- Make appointment at (719) 255-3253 or [military@uccs.edu](mailto:military@uccs.edu)
- Must have your COE in hand (cannot start benefits without COE)

## **Enroll in Classes**

- Should be completed with academic advisor at new student orientation

## **Submit Request for Enrollment Verification Form (REV)**

- UCCS student portal - 3 tabs (top right) - Records and Registration
- Request for Enrollment Verification
- Sign and submit
- Must be completed every semester you would like to use benefits

## **Set Payment Plan**

- Call Bursars office (719) 255-3739 to set up payment plan
- Will receive monthly stipend to pay for tuition & fees
- You are responsible for paying the school with monthly stipend



University of Colorado  
Colorado Springs