



# Quick Guide to Apply for Veterans and Future Veterans

W            First Name \_\_\_\_\_ Last Name \_\_\_\_\_ Middle Initial \_\_\_\_\_

## VETERANS AT CUNY

The City University of New York (CUNY) welcomes all veterans and future veterans and their families to continue their education at one of our 23 unique institutions. You are considered a veteran at CUNY if you are currently serving or have served in the U.S. Armed Forces (Army, Navy, Air Force, Marines, Coast Guard, National Guard or Reserves) for at least one day.

We have made applying to CUNY easy for applicants who are veterans through a few simple steps: Explore, Prepare, Apply, After You Are Admitted.

## Step 1: Explore CUNY

Discover information on academic programs, student life, tuition and fees, financial aid and more. Visit [www.cuny.edu/explore](http://www.cuny.edu/explore) to get started.

## Step 2: Prepare to Apply

As an applicant, it is important that you first find out what information will be needed to apply to the college and program of your choice. We recommend that you review and complete the appropriate Admission Application Worksheet along with this “Quick Guide to Apply for Veterans and Future Veterans.” Visit [www.cuny.edu/prepare](http://www.cuny.edu/prepare) to download these items and review the appropriate information for freshman and transfer applicants.

Determine if you will apply as either a freshman or transfer applicant. Military training is not considered for transfer admission. Applicants who only have military training (in addition to a high school diploma or GED) should apply as a General Freshman. If you have questions, please contact the Help Desk for Students at [online@mail.cuny.edu](mailto:online@mail.cuny.edu) or call 212-997-CUNY (2869).

### Apply as a Freshman Applicant

» If you have already completed high school/secondary school and have not previously attended a college, university or any postsecondary institution within or outside the United States. Applicants who only have military training (in addition to a high school diploma or GED) should apply for general freshman admission.

### Apply as a Transfer Applicant

» If you are currently attending or have ever attended a college, university or any postsecondary institution since completing high school/secondary school. This applies whether or not you are seeking transfer credit and/or changing a program of study.

## Step 3: Apply to CUNY

Visit [www.cuny.edu/apply](http://www.cuny.edu/apply) after you have completed the appropriate Application Worksheet. Use your worksheet as a reference to fill in each section of the Admission Application. Be sure to review each section for accuracy, then click the submit button.

## After You Apply

### Request Your Veterans Fee Waiver

All veteran and future veteran applicants are eligible to receive a CUNY Fee Waiver to cover the Application Processing Fee. To request your Veteran Fee Waiver:

1. After you submit your Admission Application, be sure to select the “PAY LATER” option on the payment options screen.
2. Print your Application Summary Package.
3. Send a request for a Veterans Fee Waiver via email to [vetwaiver@mail.cuny.edu](mailto:vetwaiver@mail.cuny.edu) with the following information:

- Full Name (as listed on your Application Summary Package)
- Date of birth
- Application Control Number (ten-digit number beginning with a W that is listed on your Application Summary Package)
- Indicate whether you are a Freshman or Transfer applicant
- Indicate the semester for which you have applied (ie., Fall 2012)
- Attach proof of your Veteran/Military status (ie., DD-214, Current Military ID Card, or Deployment or Separation orders)<sup>1</sup>
- Include “Veterans Fee Waiver Request” in the subject line of your email

### Sending Proof of Military Status

<sup>1</sup>Send via email as a PDF to:

[vetwaiver@mail.cuny.edu](mailto:vetwaiver@mail.cuny.edu)

If you would like to send your request for a Veterans Fee Waiver via fax or mail please email:

[vetwaiver@mail.cuny.edu](mailto:vetwaiver@mail.cuny.edu) for further instructions.

**Send Your Supporting Documents**

Send your required supporting documents to CUNY/UAPC. Visit [www.cuny.edu/afteryouapply](http://www.cuny.edu/afteryouapply) for more information.

**Enroll in the Post-9/11 GI Bill**

Enroll/apply for GI Bill Education Benefits online at [www.gibill.va.gov](http://www.gibill.va.gov).

**Apply for Financial Aid**

File the FAFSA before the deadline at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Visit [www.cuny.edu/financialaid](http://www.cuny.edu/financialaid) for more information.

**Apply for Additional Veterans Benefits**

New York State TAP at [www.hesc.com](http://www.hesc.com).

New York State Veterans Tuition Award at [www.hesc.com](http://www.hesc.com).

New York National Guard Tuition Benefit before the deadline (if eligible) at [www.dmna.state.ny.us/education/](http://www.dmna.state.ny.us/education/).

**Step 4: After You Are Admitted**

**Provide Proof of Military Status**

Provide a copy of your DD-214 or DD-2384 (issued by your unit) to your college's certifying official.

**Apply for GI Bill Education Benefits**

Provide your college certifying official a "Certificate of Eligibility" from the VA. Visit [www.cuny.edu/veterans](http://www.cuny.edu/veterans) for more information.

**Apply for DoD Tuition Assistance**

Active Duty/Reserves personnel should apply for DoD Tuition Assistance.

**Provide Transcript of Military Training and Experience**

Present transcript of military training and experience to your campus for credit evaluation (if applicable).

**Apply for Veteran Work-Study**

Apply for Veteran Work-Study. Visit [www.gibill.va.gov/pamphlets/wkstud.htm](http://www.gibill.va.gov/pamphlets/wkstud.htm) for more information.

**Join!**

Contact the Office of Veterans Affairs at the College to join your college's student veterans organization.

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