

# MILITARY CHECKLIST

## HOW TO ENROLL



## MILITARY DEPENDENT

### Transfer Applicants

#### Apply to UNCW for Admission:

- Create a [SeaLevel](#) account to apply as a Transfer Student
- Complete the application
- Submit essay
- Submit non-refundable \$75 application fee
- Send official high school transcript(s)
- Send official transcript(s) from any college or university previously attended (if applicable).
  - Send all transcripts to:  
UNCW Office of Admissions,  
601 S. College Rd  
Wilmington, NC 28403-5904
  - If you need assistance with this process, please email [militaryadmissions@uncw.edu](mailto:militaryadmissions@uncw.edu)

#### Residency:

- Upon Request**, submit Military Residency Form and affidavit. For an example, visit: <http://www.uncw.edu/admissions/MIResidency.html>

#### Admitted? What's Next?

- Pay \$100 non-refundable enrollment deposit
- Send updated transcript(s) (if you are currently enrolled in another institution)
- Register for mandatory Student Orientation (if you have questions regarding registration call Transition Programs Office 910.962.3089)
  - Bring your Degree Audit with you to Orientation (for more information on where to find your degree audit visit <http://uncw.edu/reg/degAudit-Stu-HowTo.htm>)
  - Attend Military Session at Orientation
  - Consider registering for UNI 201-Transfer Seminar: <http://uncw.edu/uc/advising/UNI201.html>
- Submit your Medical History & Immunization Form (for questions regarding your health record please call Student Health Center at 910.962.3280)
- Complete the Health Insurance Waiver (if you have any questions, contact Leigh Lane, [lanel@uncw.edu](mailto:lanel@uncw.edu)).

# FINANCING YOUR EDUCATION

---

## Apply for Financial Aid:

Attending college full time is a full time job, you must give yourself plenty of time for study and homework. Although you may have GI Bill benefits to help you, we strongly encourage students to apply for federal student aid as well. It is based on need and according to your previous year's taxes.

- Complete the Free Application for Federal Student Aid at [www.fafsa.ed.gov](http://www.fafsa.ed.gov)
  - For information on military scholarships for military family members, visit <http://www.uncw.edu/admissions/documents/militaryscholarships.pdf>
  - For information on UNCW scholarships, visit <http://www.uncw.edu/finaid/scholarships.html>
- 

## Apply for VA Benefits:

- Service member/veteran submits paperwork to transfer the Forever (Post 9/11) GI Bill: <https://www.va.gov/education/transfer-post-9-11-gi-bill-benefits/>
- Once benefits have been transferred, submit a request for Certificate of Eligibility by completing a 22-1990E: <https://www.va.gov/education/how-to-apply/>
- Allow approximately 4-6 weeks for the VA to process the eligibility applications. If admitted, we encourage you to have eligibility established **prior to attending orientation**.
- If you are using a GI Bill other than the Forever (Post 9/11) and are uncertain as to what forms to complete, contact one of the counselors below and they will assist you.
- If you have already used part of your GI Bill benefits at another institution, you will need to submit a 22-1995 'Change of Location' Form: <https://www.va.gov/education/change-gi-bill-benefits/>
- For more information on using VA Education Benefits at UNCW, visit <http://www.uncw.edu/finaid/military.html>
- If you need assistance with this process, please contact the UNCW Veterans Benefits Counselors, Mr. Alton Johnson, Mr. Chad Voorhees, or Mrs. Shannon Miles at [veterans@uncw.edu](mailto:veterans@uncw.edu) or at 910.962.3177.

