



Getting Started Checklist

- Complete the Continuing Education [application](#).
- Once your application is processed (two business days), you will receive a welcome email that includes your student ID and instructions to set up your student portal and CU Boulder email.
Note: If you do not receive your welcome email, please check your spam folder.
- If you already applied for admission to CU Boulder and the Office of Admissions referred you to ACCESS, be sure to log onto your [Admission's Status Page](#) and complete the term change form that is located in the bottom right-hand corner.
- Request a copy of your Certificate of Eligibility (CoE) from the VA and give either this document or a screenshot of your eBenefits account showing your eligibility percentage and benefit entitlement to the Office of Veteran & Military Affairs at veterans@colorado.edu or CASE W320.
Note: This takes 6-8 weeks for the VA to process.
- [Schedule an appointment](#) with a Continuing Education advisor to plan your schedule of classes.
- Take the [Math Readiness Test](#) if you are an engineering, science or math major.
- To qualify for in-state tuition rates based on your military status, complete the [CE Veterans Tuition Exception Form](#) and send it with documentation to ceregistration@colorado.edu.
- Apply for the College Opportunity Fund (COF) stipend online at cof.college-assist.org (undergraduate in-state students only).
- Enroll in classes during Veteran Registration.*
- You must submit a [Request for Enrollment Certification Form](#) each semester you plan to use your benefits. Submit this form by the first day of the semester, even if you have not yet received your CoE from the VA.
- [Purchase a Buff OneCard](#) to access campus facilities.
- Apply for the [Nontraditional Student Scholarship](#).

*Veteran Registration occurs the Monday before August 1 for fall enrollment and December 1 for spring enrollment.