

NEW STUDENT VETERAN CHECKLIST

Make an appointment with School Certifying Official, Yuka Claes through LoboAchieve (<https://loboachieve.unm.edu/welcome>) or email yuka1@unm.edu.

Bring the following documents to your appointment:

- Copy of your military discharge papers (DD-214) (Member 1 & 4 copy)
- Copy of the Certificate of Eligibility (COE) received from the VA
- Copy of Certificate of Degree of Indian Blood (If Applicable)

APPLY

- Apply For VA Educational Benefits through the vets.gov website (a COE Document will arrive by mail in 10 business days)
- Apply for Admissions to UNM Gallup by accessing the UNM Gallup Homepage under New Students tab- Admissions-look for the (Online Application); or complete the “paper copy” at the intake station in Building-SSTC 221-(a \$15 dollar charge is applied to students who are in Associates Degree plans, Certificate degree plans are no cost)
- Request for your High School, and or previously attended College Transcripts (this is a required student responsibility-secure all addresses and cost requirements to obtain these documents)
- All student veterans must also obtain their Military Transcripts (JST) -locate the application site at: <https://jst.doded.mil/> ; ensure transcript is sent directly to UNM Gallup Registrar address
- Apply for Financial Aid (PELL Grant)-can be completed at the intake section in Building SSTC 221-(requires FSA ID PIN Number (fsaid.gov); and copies of previous year completed tax return for data input

Placement Testing:

- Prepare to take Accuplacer Placement exam; for practice training go to this website to access the Test Prep if desired: (<https://accuplacer.collegeboard.org/student/practice>)
- Make an appointment with the Testing Section at (505) 863-7534
- Take exam and obtain Accuplacer Scores that your advisor will use for Math and English course placement

UNM Net ID

- Upon completing Admissions, this intake section will help you obtain a BANNER ID Number and help you establish a UNM Net ID-this process takes 24 hours to become effective-for additional help, refer to the website at: <http://netid.unm.edu> or call (505) 247-5757 (UNM Main Helpdesk) for any access issues

Complete the following:

- Academic advisement-see your new Advisor and get help to select correct courses for your degree plan
- Attend any scheduled “New Student Orientations” which are required for all students (your Advisor has planned dates & times available)
- Upon completion of course selection-print the “Concise Schedule” and submit to the VRC for VA Certification for payment to your Direct Deposit.
- Obtain your Student ID Card and take a Photo at the Student Life center located in Gurley Hall (Basement 230) (863-7573)

ALL intake sections for the above listed items are located in our newest Student Services Building (SST221) primarily.