



NEW STUDENT CHECKLIST

Follow these steps to CHECK-IN to the University:

1 Veterans and Military Affairs Office

Canastra Center, Room 116
(609) 896-5000 Ext 7382 • www.rider.edu/vets

- ☐ Know Your GI Bill & Options
GI Bill: (888) 442-4551 www.va.gov
(Ch. 1606, 1607, 30, 31, 33, 35) ROTC
___ Active Duty in New Jersey
___ Recently Discharged
- ☐ Upload Documents
___ [DD-214](#)
___ [NOBE](#)
___ [Kicker](#)
- ☐ Certificate of Eligibility (COE)
Apply online at vets.gov

2 Admissions Office

Ciambelli Hall
(609) 896-5042
www.rider.edu/applynow

- ☐ Apply to Rider
- ☐ Joint Service Transcript
- ☐ Send ALL Transcripts
___ High School/GED (if required)
___ All other colleges/universities
- ☐ Resume*
- ☐ Interview/Audition*
- ☐ Letters of Recommendation*
- ☐ Essay*
- ☐ Standardized Testing*

3 Academic Advising

- ☐ Meet with Asst. Dean Karen Crowell (609-896-5033)
for discussion of academic programs
 - ☐ Meet with Dr. Gary Brosvic (609-895-5437)
to evaluate Prior Learning Assessment (PLA) credits
and/or life experience credits
 - ☐ Completed Transcript Evaluation
- ALL: An advisor will be assigned depending on school and major.
Attach program audit sheet (credits accepted) & 2/4 year class plan.
Advisor Name/number _____

4 Testing and Orientation

www.rider.edu/orientation

- ☐ Placement Exams**:
___ English
___ Math
- ☐ Attend Orientation**

5 School Certifying Officials

Sue Stefanick • Registrar's Office
BLC, Suite 213
(609) 896-5066 • www.rider.edu/registrar

Kaen Crowell • College of Continuing Studies (CCS)
(609) 896-5033, BLC Suite 201
www.rider.edu/ccs

- ☐ Current COE
- ☐ [DD Form 214](#)
- ☐ [Rider Permission to Certify Form](#)

6 One-Stop Services

Bart Luedeke Center, One-Stop
(609) 896-5360
www.rider.edu/onestop

Financial Aid

- ☐ [FAFSA](#) (Optional)
- ☐ Research Veterans & Military Grants/Scholarships
- ☐ Current COE
- ☐ Check [myRider](#) Portal (Student Tab, Financial Aid)

Bursar - Assistance Programs

- ☐ [Survivors Education & Assistance Benefit \(DEA/Chap 35\)](#)
- ☐ [Princeton University Army ROTC](#)

To obtain voucher for Tuition Assistance (TA):

- ☐ [Go Army](#)
- ☐ [AF Portal](#)
- ☐ [Navy Portal](#)

- ☐ Book Store Vouchers*

Health Insurance waived? ☐ Yes ☐ No
Financial Agreement accepted? ☐ Yes ☐ No

7 Student Life

Bart Luedeke Center
(609) 896-5057
www.rider.edu/student-life

Housing and Dining, BLC #115

- ☐ Residence Halls
- ☐ Dining Services

Health Services, Poyda Residence Hall

- ☐ Physical form*
- ☐ Immunizations*

8 Office of Information Services

(609) 219-3000
www.rider.edu/helpdesk

- ☐ Rider Key Username and Password
- ☐ Rider Email Account www.gmail.rider.edu
- ☐ myRider Portal www.myrider.rider.edu

9 Public Safety

(609) 896-5029 (Non-emergency)
(609) 896-7777 (Emergency)
www.rider.edu/offices-services/public-safety

- ☐ Car Registration
- ☐ BRONC/Student ID _____

10 Return to VMAO, Canastra Center, Room 116

Check one:

- ☐ Veteran
☐ Active Duty
☐ Dependent Spouse
☐ Dependent Child
☐ National Guard
☐ Reservist
☐ ROTC



Date: _____

First Name: _____

Last Name: _____

Address: _____

City _____

State _____ Zip Code _____

Best Contact

Email _____

Phone #: _____

Branch: _____

Rank: _____

(Veteran) War/Operation: _____

(Others) Unit Name or Military Parents

Contact Info: _____

Rider Point of Contact

(Name, Phone, Email, Business Card):

IMPORTANT CONTACTS

Thomas Reddington

Veterans and Military Affairs Office
Canastra Center, Room 116
Phone: 609-896-5000 Ext. 7382
Email: reddingtont@rider.edu

Karen Crowell

School Certifying Official

College of Continuing Studies
Bart Luedeke Center, Suite 201
Phone: 609-896-5033
Email: crowellk@rider.edu

Susan Stefanick

School Certifying Official

Registrar's Office
Bart Luedeke Center, Suite 213
Phone: 609-895-5066
Email: stefanic@rider.edu

GENERAL INFORMATION

US Office of Veterans Affairs

www.va.gov

Veterans Affairs Benefits

vets.gov

rider.edu/vets

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RIDER
UNIVERSITY