



NEW STUDENT CHECKLIST

Follow these steps to CHECK-IN to the University:

1 Veterans and Military Affairs Office

Maurer 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
Fine Arts Building, Room 117
(609) 896-5066 • www.rider.edu/registrar

Kaen Crowell • College of Continuing Studies (CCS)
(609) 896-5033, BLC Suite 31
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](#)
- [NJ Division of Vocational Rehabilitation \(DVR\)](#)
- [Department of Veteran Affairs - Voc Reb Vouchers](#)

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

- EasyPass 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 Maurer Center, Room #116

Check one:

- Veteran
- Active Duty
- Dependent
- 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
Maurer 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 31
Fax: 609-896-5261
Email: crowellk@rider.edu

Sue Stefanick

School Certifying Official
Registrar's Office
Fine Arts Building, Room 117
Fax: 609-895-5447
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**