



GET STARTED WITH FINANCIAL AID AND SCHOLARSHIPS

- The first step is to submit a FAFSA: www.fafsa.ed.gov (use UMUC school code 011644)
- Check scholarship opportunities: www.europe.umuc.edu/financialaid
- VA students should apply for benefits: www.gibill.va.gov

FOR MORE INFORMATION

Contact your local field office or the UMUC Europe headquarters in Kaiserslautern, Germany

CIV +49-(0)631-534-800
studentservices-europe@umuc.edu
www.europe.umuc.edu/locations

TAKE THE FIRST STEPS TOWARD REACHING YOUR DEGREE WHILE SERVING OVERSEAS

Active duty Army students – follow these 5 steps to get started.

STEP 1: APPLY FOR ADMISSION

- New GoArmyEd users: Visit the GoArmyEd portal at www.goarmyed.com and select “New User”, then complete the required information
- If you have previously activated an account with GoArmyEd: Please submit a change to Home College and/or degree plan by meeting with your local UMUC program coordinator or Army education counselor (select UMUC-E with GoArmyEd)
- Pay the \$50 application fee through your MyUMUC portal: my.umuc.edu

You will be issued a UMUC username and password after your Common Application is submitted in order to access the MyUMUC portal. This is necessary to pay any fees not covered by tuition assistance (TA).

STEP 2: MEET YOUR ACADEMIC ADVISOR

- Find your local academic advisor: www.europe.umuc.edu/advising
- Map out classes and see how previous credits may transfer to your program

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SUBMIT YOUR TRANSCRIPTS

** Send transcripts directly from each institution to:

Undergraduate

UMUC

Attn: Undergraduate Transcripts
3501 University Boulevard East
Adelphi, MD 20783-8075

(Or submit electronically to
studentrecords@umuc.edu)

Graduate

UMUC

Attn: Graduate Transcripts
3501 University Boulevard East
Adelphi, MD 20783-8075

STEP 3: ACTIVATE TUITION ASSISTANCE

- Log in to www.goarmyed.com using your username and password
- Select the "Request TA Access" smart link and complete the following steps:
 - Verification of TA eligibility
 - Review of training
 - Submission of *TA Statement of Understanding (SOU)*
 - Selection of home school and degree plan
 - Completion of the Common Application
- After you complete the steps listed above, your Army education counselor/ESO will review your application. You will receive an e-mail when your application has been approved and you have access to request TA.

STEP 4: REGISTER FOR CLASSES AND REQUEST TUITION ASSISTANCE

- Go to the class schedule at www.europe.umuc.edu, locate the course(s) you want, and write down each GoArmyEd number
- Log in to your GoArmyEd portal at www.goarmyed.com
- Navigate to My Virtual Center > Enroll or Drop/Withdraw from a Course > Request TA and Enroll in a Course
- Verify account information, click Continue, then select the term for your course start date
- Enter the GoArmyEd class number(s) in the registration request, click Proceed to Step 2 of 3, and click Process Enrollment
- Visit your local UMUC office for assistance

STEP 5: SEND TRANSCRIPTS FOR YOUR OFFICIAL EVALUATION* (Mandatory)

- Request official transcripts from all previous colleges or universities attended, the Joint Services Transcript (if current or former military), and CLEP, DANTES, DLPT, ECEP, or AP test results and send them directly from each institution to UMUC **

* After you complete the Common Application through GoArmyEd, an official evaluation has automatically been requested for you. However, you must provide UMUC with the documentation needed for the official evaluation.

- Upon receipt of your last required transcript, it takes approximately two weeks for your official evaluation to be completed
- To view the status of your transcripts, log in to your MyUMUC portal and go to Student Center > drop down menu (in Academics box) > Select Previous Education