Step 1: Review your Military Benefits opportunities and eligibility

- Contact your Army Education Office to find out what benefits are available to you.
  - Work with your Army Education Officer to set up your paperwork in preparation for Tuition Assistance authorization and any other potential benefits, like the *GI Bill*.

Step 2: Apply at SNHU.edu as an online student or a traditional student.

- Apply at SNHU.edu as an online student. If you plan to attend as a traditional day student, please see the [Traditional College for Veterans and Servicemembers](#). An SNHU representative will contact you, usually by phone, to confirm your application.
  - Inform your SNHU Admission Counselor you’re currently serving and are working with your Education Officer to obtain your Tuition Assistance authorization and/or any other military benefits.

Step 3: Begin a dual acceptance process with both SNHU and GoArmyEd.com

- Contact your Army Education Officer for help with GoArmyEd.com.
  - If you have never used GoArmyEd.com, your Education Officer will help you set up an account. Before your account can be activated, you’ll be required to have some training and sign-off from an Army representative.
  - If you have already used GoArmyEd.com, you need to change your college/university selection to SNHU. Otherwise, your authorizations will continue to be sent to your prior institution.
  - **Note:** Military transcripts must be requested by military personnel. (All other transcripts can be requested by SNHU on your behalf.)
    - For any credits earned through military training or institutions, please request that an *Official Joint Services Transcript* be sent to Southern New Hampshire University.
Work with your SNHU Admission Counselor for help with any paperwork related to prior, non-military education.

- Send your SNHU Admission Counselor an Attestation Form certifying you have a high school diploma or GED.
- If you want to transfer credits from a previously attended civilian college or university (U.S. only), please complete a Transcript Request Release Form to allow us to retrieve your transcripts directly from those institutions.

Notify your SNHU Admission Counselor that you have completed the necessary steps in GoArmyEd.com to attend SNHU.

- To ensure credit for any military transcripts and potential Tuition Assistance or benefits, your SNHU Admission Counselor will work with SNHU’s Military Benefits team.
- The Military Benefits team will log in to GoArmyEd.com and verify that you’ve identified your desire to attend SNHU in your record.

THIS COMPLETES THE SNHU PORTION OF YOUR ACCEPTANCE.

**Step 4: Acceptance and Benefits Processing**

Upon acceptance to SNHU:

- Work with your SNHU Admission Counselor to enroll in your classes for the next term.
- Log in to your GoArmyEd.com account and register yourself for the classes you just signed up for with your SNHU Admission Counselor.
- After completing your course registration in GoArmyEd.com, notify your SNHU Admission Counselor to finalize the enrollment process.

  **Note:** You must enroll in both SNHU and GoArmyEd.com. The two systems are managed separately, so you are a critical link in ensuring both systems contain the correct information.

THIS COMPLETES THE MILITARY PORTION OF YOUR ACCEPTANCE.

**Step 5: From Enrollment to Graduation**

Once you’re enrolled at SNHU, you’ll be assigned a dedicated Military Advisor. Turn to your Military Advisor for help with any questions or issues you may have as you progress through your degree program.