



Priority Registration Form – Veterans/Dependents

Honorably discharged veterans and dependent students currently using GI Bill education benefits have been granted priority registration by Keystone College. This means registering for upcoming terms beginning on the Friday before students who have achieved senior standing. Veterans and dependents may schedule classes ahead of students who have achieved senior standing, but once general registration begins, will compete for class spaces along with all other students allowed to register at that time.

In order to exercise this benefit, veterans must send a copy of your DD 214 with the Member 4 copy (i.e., indicating character of discharge) and dependents must send the most recent Certificate of Eligibility provided to them by the VA to the Office of the Registrar (addresses below)

The DD 214 must reflect an honorable discharge and identify a period of active duty other than solely for training. In other words, reservists must have participated in a deployment. Active duty service members who have completed their initial obligated service should send a letter from their command stating that they have completed their initial obligated service along with the dates of service.

Please complete the following information and send with your documents so that we can match your DD 214 to your student record. You will receive an e-mail to your Keystone College e-mail account from us once your information has been entered into the system. We are requesting that you check your Keystone College e-mail frequently.

Name: _____
(Printed)

Keystone College ID: _____

Keystone College Email: _____

Veteran: Yes No

Branch of Service: _____

Dependent: Yes No

FOR OFFICE USE ONLY

Date Received Initials Date Coded

Registrar's Office ■ One College Green ■ P.O. Box 50 ■ La Plume, PA 18440-0200 ■ (570) 945-8224 ■ registrar@keystone.edu

Keystone College is committed to providing equal educational and employment opportunities without regard to an individual's sex, race, religion, national or ethnic origin, pregnancy, age, marital status, sexual orientation, disability, or status as a veteran. Keystone College's commitment is to provide an environment where all students and employees can work and study free from discrimination including sexual harassment, sexual violence and sexual assault. The College policy is in accordance with state and federal laws and executive orders including but not limited to: Title VI, VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, and the Americans with Disabilities Act of 1990. Visit www.keystone.edu/title-ix for additional information.