Priority Registration Form for Veterans

Veterans have been granted priority registration by Penn State. Priority registration really means early registration. Veterans may schedule classes ahead of students without priority registration based on the timeline set by each campus, but once general registration begins you will compete for class spaces along with all other students allowed to register at that time. Check with your campus registrar to determine which date is applicable to you. You can find campus Registrar contact information here.

The term “veteran” refers to an individual who:

a) Has served in the United States Armed Forces, including a reserve component and the National Guard, AND

b) Was discharged or released from such service with a condition other than dishonorable.

To exercise this benefit, veterans should send a copy of the Member 4 section of their DD 214 (indicating character of discharge) and active duty service members should send a letter from their command stating their dates of service. These documents should be sent to the Office of Veterans Programs at University Park by either:

a) U.S. Mail
   Office of Veterans Programs
   325 Boucke Building
   University Park, PA 16802

b) Fax
   814-865-3815, OR
   ovp@psu.edu

c) Email attachment
   ovp@psu.edu

Once your DD 214 is received an entry will be made in the University’s student information system that will notify the registrar to allow you to access priority registration. Please fill in the following information and send along with your documents so that we can match your DD 214 to your student record. You will receive an email from us once we have entered you into the system. We are requesting a reliable phone number so we can call you if we have any questions about the document. If you need to reach us you can call 814-863-0465, M-F, 8:30am – 4:00pm EDT and ask to speak with a staff member handling priority registration.

Student name: _____________________________________________________________

Penn State student ID: ____________________________________________________

Email: _________________________________________________________________

Phone number: __________________________________________________________

Campus: _______________________________________________________________

Act 46 of 2014 requires public institutions of higher education in Pennsylvania to provide veteran students, as defined in the Act, with preference in course scheduling, Noncompliance may be reported to the Pennsylvania Department of Education by submitting the Higher Education Student Complaint form found on their website.