



# YOUR FIRST STEPS AT UTAMPA

## WELCOME TO THE UNIVERSITY OF TAMPA!

Whether you are still serving, continuing your education after service, or just beginning your college experience, Veteran Student Services is here to support you throughout your academic journey by connecting you with the resources you need to succeed.

## IMPORTANT CONTACTS:

### **Coordinator of Veteran Student Services:**

Supports military/veteran transition, programming, and referrals.

- **Email:** [Veterans@ut.edu](mailto:Veterans@ut.edu)
- **Phone:** (813) 257-3754
- **Office Location:** Grand Center 136

### **Veterans Certifying Official:**

Assists with VA educational benefits and certification.

- **Email:** [VCO@ut.edu](mailto:VCO@ut.edu)
- **Phone:** (813) 257-3975
- **Office Location:** Plant Hall 205

## OTHER KEY CONTACTS:

**Undergraduate Admissions:** [rdblackwell@ut.edu](mailto:rdblackwell@ut.edu)

**Graduate Admissions:** [gradinfo@ut.edu](mailto:gradinfo@ut.edu)

**Academic Success Center:** [academicsuccess@ut.edu](mailto:academicsuccess@ut.edu)

**Financial Aid:** [finaid@ut.edu](mailto:finaid@ut.edu)

**Bursar's Office:** [bursar@ut.edu](mailto:bursar@ut.edu)

**Registrar's Office:** [registrar@ut.edu](mailto:registrar@ut.edu)

**Student Accessibility and Academic Support:** [saas@ut.edu](mailto:saas@ut.edu)

**Housing and Residence Life (On/Off Campus Housing Support):** [reslife@ut.edu](mailto:reslife@ut.edu)

**Student Service Desk (Tech Support):** [servicedesk@ut.edu](mailto:servicedesk@ut.edu)

**Spartan ID Card:** [spartancard1@ut.edu](mailto:spartancard1@ut.edu)





## GETTING STARTED CHECKLIST (POST 9/11 GI BILL)

- Apply for VA Education Benefits through the VA.
- Complete the University of Tampa application.
- Submit JST/CCAF & current military orders or DD214 with the application.
- Official college transcripts, high school transcripts, or GED documentation need to be sent directly to UTampa by the issuing institution.
- Email Certificate of Eligibility (COE) to [VCO@ut.edu](mailto:VCO@ut.edu)
- Complete FAFSA (school code: 001538).
- Register for classes via WorkDay. For steps, visit the VA Education Benefits website.
- Book stipend is sent directly to established payment method via the VA.
- Transfer students will receive an email from Branon Ryals ([bryals@ut.edu](mailto:bryals@ut.edu)) with instructions for setting up an advising appointment.
- Email [Veterans@ut.edu](mailto:Veterans@ut.edu) to connect with the Coordinator of Veteran Student Services.

## GETTING STARTED CHECKLIST (VETERAN READINESS AND EMPLOYMENT (VR&E))

- Apply for VR&E through the VA.
- Complete the University of Tampa application.
- Submit your JST/CCAF & current military orders or DD214 with the application.
- Ensure official college transcripts, high school transcripts, or GED documentation are sent directly to UTampa by the issuing institution.
- Complete FAFSA (school code: 001538).
- Register for classes via WorkDay. For steps, visit the VA Education Benefits website.
- Students using VR&E benefits do not receive a book stipend. A roster of eligible VR&E students is provided to the campus bookstore each semester. When obtaining course materials, inform bookstore staff that you are utilizing VR&E benefits.
- Transfer students will receive an email from Branon Ryals ([bryals@ut.edu](mailto:bryals@ut.edu)) with instructions for setting up an advising appointment.
- Email [Veterans@ut.edu](mailto:Veterans@ut.edu) to connect with the Coordinator of Veteran Student Services.

