

What is priority registration?

At NSCC, veterans and service members receive priority registration. They can register beginning at 12:01 A.M. on Friday through 11:59 P.M. on Sunday before open registration begins. Once open registration begins, veterans and service members will compete for class spaces along with all other students.

What are the next steps to use priority registration?

To exercise this benefit, complete this form and include a copy of your **DD214 Member 4 section** to the Registrar's Office by 4 P.M. the Wednesday **before** Priority Registration begins.

The DD214 Member page 4 must identify a period of duty OTHER THAN SOLELY FOR TRAINING. Reservists must have **participated in a deployment or have completed their initial reserve obligation**. Active duty service members who have **completed their initial obligated service** should send a letter from their command stating such along with their dates of service.

The term "veteran" or "service member" refers to an individual who has served in the United States Armed Forces, including a reserve component and the National Guard, and was discharged or released from such series with a condition other than dishonorable.

Service members currently receiving VA educational benefits are already included in priority registration and **do not need to submit this form.**

Return this form and DD214 Member page 4 to:

Registrar's Office, Room C120
22600 State Route 34, Archbold, OH 43502
Fax: 419-267-5604
Email: registrar@northweststate.edu

Office hours

Monday and Tuesday 8:00 A.M. – 6:00 P.M.

Wednesday and Thursday 8:00 A.M. – 4:30 P.M.

Friday 8:00 A.M. – 4:00 P.M.

Name: _____ Student ID: _____

Email: _____@students.northweststate.edu

Daytime Phone number: () _____

House Bill 488 requires public institutions of higher education in Ohio to provide veteran students, as defined in the Act, with preference in course scheduling.