Colleague Student: Active Military and Veteran Student Information
College Staff Training Offered in Partnership with Ellucian

Target Audience: The target audience for this class includes those responsible for managing benefits for military and veteran students and their dependents.

Date: April 4, 2016

Register by Date: April 1, 2016

Delivery Method: via Webinar

Time: 8:00 a.m. – 12:00 p.m.
Log in 30 minutes before class start time.

Facilitator(s): Leonora Forester
Ellucian Instructor

Prerequisites: None

Course Description: Active duty service members, veterans, and eligible family members seeking tuition assistance and VA benefits represent an increasingly large segment of the higher education population. Colleague’s new Military and Veteran functionality helps your institution manage this important student cohort.

Advanced Preparation: Prior to class, print and bring the documentation indicated for the class published on the CIS Training Materials in the NCLOR. The following are recommended:

- Familiarity with basic Colleague navigation.
- Familiarity with federal regulations related to benefits for service members, veterans, and eligible family members.
- Familiarity with institutional policies and procedures related to tuition benefits for active service members, veterans, and eligible family members.
- Familiarity with Degree Audit (recommended).
Course Objectives: After completing this session, participants will be able to:

- Track and manage information for active service members and eligible military family members.
- Track and manage information for military veterans and eligible military veteran family members.
- Produce the Service member Opportunity Colleges (SOC) Student Agreement.
- Correspond with active service members, veterans, and eligible family members using Colleague’s Communications Management module which integrates with Colleague’s new Military and Veteran functionality.
- Track enrollment changes through usage of the Enrollment Activity Report.

Directions for Joining the Webinar: Join the webinar session by using the meeting link and telephone bridge information provided to you via email. Contact your college’s IT Department Help Desk if you need assistance.

Course Evaluation: Thank you for attending this training class. The goal of the College User Support Team is to provide the best possible training solutions for the Community College System. You can help us continually improve our training sessions by completing the evaluation for this class. At the conclusion of this class, you will receive an email at the email address you submitted during registration. This email will include a link to our training evaluation. Please complete this evaluation within ten days of receipt. Your input provides our team with valuable feedback about our services.