

State Tuition Assistance Program of Texas - Fall 2016

Applicant's Name:

(Last)

(First)

(MI)

SSN Last 4:

College/University:

Branch Campus:

I. Application Instructions

1. Complete this fillable PDF form:
 - a) It is recommended that applicants fill out this application electronically. Red fields are required information.
 - b) Sign using a CAC electronic signature. If CAC reader is not available, print out form and hand sign.
 - c) Submit by clicking on the "Submit" button at the top of the form or save the completed form and email to the Education Office at ng.tx.txarng.mbx.trp@mail.mil.
 - d) Additional documents can be sent at the same time or at a later time. (see "Deadlines" section for more details)
2. If unable to complete the form electronically:
 - a) Print out this form.
 - b) Manually fill out and sign as required.
 - c) Scan and Email the complete application to ng.tx.txarng.mbx.trp@mail.mil.
 - d) Additional documents can be sent at the same time or at a later time. (see "Deadlines" section for more details)
3. Save a copy of the completed application for your own records.
4. All Members of Army, Air and State Guard should email their applications to ng.tx.txarng.mbx.trp@mail.mil.
 - a) Air Guard and State Guard Members can "CC:" other persons or offices in their components if required.
 - b) If the application is not sent to ng.tx.txarng.mbx.trp@mail.mil, it may not be received by the deadline which could disqualify the applicant from receiving a tuition award.

II. Deadlines

1. **Application Form.** There are 2 separate submission deadlines:
 - a) **August 14 is the primary deadline for all applicants.**
 - The standard award is for up to 6 credits of tuition and mandatory fees, not to exceed \$2,250.
 - Applications received prior to this deadline can also request to have the High Need Exemption (HNE) applied to their award.
 - The HNE allows an expanded award of up to 12 credits of tuition and mandatory fees, not to exceed \$4,500. See page 6 of this application for more details.
 - All applicants are encouraged to submit applications before this deadline.
 - b) **September 04 is the extended deadline to submit applications.**
 - Applications received in our office after the primary deadline and prior to this deadline will **only be eligible to receive the standard award**.
 - The standard award is for up to 6 credits of tuition and mandatory fees, not to exceed \$2,250.
 - c) **All awards are subject to availability of funds**, regardless of how early the application is submitted. Award amounts are not guaranteed. Final award amounts are determined after final grades are confirmed.
2. **Additional Document Requirements.** You are not required to submit additional documents together with your application.
 - a) Any additional documents that are required can be submitted separately from the application form as late as **September 18, 2016**.
 - b) This will allow time to acquire documents such as FTA forms, GI Bill Certificate Letter, etc. Required documents may be specified in the application and some may not be required for all applicants.
 - c) Two items that are required for all applicants are a course schedule and a fee statement.
 - A fee statement should show amount for tuition, fees, and financial aid payments.
 - A receipt from a student payment is not acceptable unless it shows the above information.
 - d) As soon as your schedule is set, email your course schedule and fee statement to ng.tx.txarng.mbx.trp@mail.mil.
 - e) Tuition awards will not be approved without these documents.
3. **Official Transcript.**
 - a) **January 08, 2017 is the deadline for transcripts.**
 - b) You must send in an Official Transcript to confirm passing grades for your tuition award.
 - c) Starting this semester, **ONLY OFFICIAL TRANSCRIPTS** will be accepted.
 - d) Grade reports, screen shots of online records or unofficial transcripts will **NOT** be accepted.

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APPLICATION FOR STATE TUITION ASSISTANCE

Privacy Act Statement

Information contained in this application may be subject to the Privacy Act of 1974 (5 USC 552A). Personal information contained in this correspondence may be used only by authorized persons in the conduct of official business. Any unauthorized disclosure or misuse of personal information may result in criminal and/or civil penalties. If you are not the intended recipient of this correspondence please destroy all copies of this documentation after notifying the sender of your receipt of it.

Principal Purpose: Used to apply for the State Tuition Assistance Program of Texas.

Disclosure: Voluntary, however, failure to provide all information could delay or prevent award

Service Member Information

1. _____ 2. _____ 3. _____
(Applicant's Last, First, MI) (SSN Last 4) (Student ID#)
4. I am an Active Member of the: _____ 5. Pay Grade _____
 Texas State Guard
 Texas Army National Guard
 Texas Air National Guard
 136th AW 147th RW 149th FW Clear 6. Basic Training
 Completion Date _____
7. ETS/MRD Date _____

Contact Information

1. Primary Phone _____ Alternate Phone _____
2. Personal email _____ Military email _____@mail.mil
(Provide an email address that you check regularly. Messages regarding your award will be sent to the email address provided here)

School Information

1. Name of College/University _____ Branch Campus _____
(optional)
2. Education Level pursued *(Select one)* 3. Will you be attending 2 schools concurrently? Yes
(a separate application is required for each school. No
Max. of 12 hrs total are reimbursable per semester)
4. Major/Area of Study _____ 5. Semester Hours enrolled _____
6. First semester at this school was: _____ 7. Anticipated graduation date: _____
8. Are you in an ROTC Program? 8a. The ROTC program is located at: the same school
 Yes No a different school
 8b. If different, name of school: _____

Other Financial Assistance

Failure to disclose other financial assistance requested and/ or received may be grounds for denial, permanent disqualification from program as well as prosecution under the Texas Military Code of Justice.

1. Will you be receiving Post 9-11 (GI Bill CH 33) benefits this semester? YES NO
 • If yes, a copy of the VA Benefits Verification must be included with application.
 • You do not need to report GI Bill Ch. 1606 or Ch. 30 benefits.
2. Will you be utilizing your Hazlewood benefits this semester? YES NO
Account Summary or Invoice showing Hazlewood credits to student account must be submitted.
3. Will you be receiving Federal Tuition Assistance/FTA/GoArmyEd this semester? YES NO
If yes, copies of the Army Tuition Assistance Authorization(s) must be included with application.
4. Will you be receiving other grants or scholarships? *(FAFSA, federal, state, Pell, Private, etc.)* YES NO

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STUDENT STATEMENT OF UNDERSTANDING

BY INITIALING ALL STATEMENTS BELOW, I ACKNOWLEDGE AND AGREE THAT:

(Applicants must read and initial each one below in order to receive State Tuition Assistance. Contact the Education Office for clarification or question on any of the following statements.)

I am aware and understand my tuition award is subject to availability of funds and that I am NOT guaranteed the full amount, regardless of past awards received.

I acknowledge that it is my responsibility to submit my FALL 2016 Official Transcript no later than 08 Jan 2017. Only Official Transcripts will be accepted. Grade reports and unofficial transcripts are no longer approved.

I acknowledge that my tuition award will be forfeited if my Official Transcript is not received on time.

I am aware that the best way to submit my transcript is via email to nq.tx.txarng.mbx.trp@mail.mil.

I am a Texas Army or Air National Guard Service Member or a Texas State Guard Service Member.

I have completed Basic Military Training or Basic Combat Training or Officer Basic Course or RBOT.

I will remain in an active drilling status through the end date of the semester. My Expiration Term of Service (ETS) or Mandatory Retirement Date (MRD) is after the date of the last official day of the semester.

I am attending an eligible state college or university with headquarters in Texas. (If unsure check website for list of Texas Institutions: <http://www.collegeforalltexas.com>)

I will maintain at least a 2.0 cumulative GPA.

I am aware that tuition awards can only reimburse, in full or in part, in-district or in-state tuition rates. Any charged **out-of-district tuition/fees or out-of-state tuition/fees** are NOT eligible for reimbursement.

I understand that if my application is received late by the Education Office then I will not receive an award.

I must submit a State Tuition Assistance (STA) application each Fall and Spring semester.

I am eligible for STA benefits for up to 5 years from the date of first using this program.

I can be permanently disqualified from applying to STA if I fail to report other tuition assistance received from Federal Tuition Assistance, Hazlewood, Post 9-11 GI Bill (CH 33), Pell Grants, and other scholarships and grants.

If there is a change in my schedule or charged fees, I will submit an updated course schedule and fee statement promptly.

I will check the STA website and the Education Office FB for dates and other information about this program. (<https://tmd.texas.gov/txmf-strp>) (<https://www.facebook.com/TexasArmyNationalGuardEducation>)

I will comply with all applicable state laws and regulations of the State Tuition Assistance Program of Texas.

I will direct payment inquiries to my school's Business Office/Student Accounts or 3rd Party Sponsor Coordinator

I declare under penalty of perjury, under the laws of the State of Texas that all statements contained in this application and any accompanying documents are true and correct, with full knowledge that all statements made in the application are subject to investigation. Any false or dishonest answer to any question may be grounds for denial and permanent disqualification from the program as well as prosecution under the Texas Code of Military Justice. I will provide documentation to verify all information submitted on this application, if requested.

I agree to the above conditions of this SOU for the use of STRP as verified by my signature below.

Service Member's Printed Name

Last #4 SSN

Service Member's Signature

Date

(PRINT A COPY FOR YOUR RECORDS)

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Gender, Ethnicity and Race Identification

The information requested in this section is optional and is being collected for reporting statistical data to the Texas Legislature only. This information has no impact on your application status.

Gender:

Female

Clear Gender selection

Male

Please select the Ethnicity and Race with which you most closely identify.

Part 1. Ethnicity: Is the person Hispanic/Latino? * (Choose only one)

Hispanic/Latino

Clear Ethnicity selection

Not Hispanic/Latino

Part 2. Race: What is the person's race? ** (Choose one or more regardless of ethnicity)

American Indian or Alaska Native

Asian

Black or African American

Native Hawaiian/Other Pacific Islander

White

**Hispanic/Latino means a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.*

*** Based on the most recent guidance and information from the Texas Association for Institutional Research Data Advisory Committee and the Institute of Education Sciences (997 Standards, 62 FR 58789 October 30, 1997 and http://nces.ed.gov/statprog/2002/std1_5.asp)*

American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America (including Central America), and who maintains a tribal affiliation or community attachment.

Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

Black or African American: A person having origins in any of the black racial groups of Africa. Terms such as "Haitian" or "Negro" can be used in addition to "Black or African American."

Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

White: A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

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TEXAS MILITARY DEPARTMENT
STATE TUITION ASSISTANCE PROGRAM
2200 W 35TH ST, Bldg 15
AUSTIN, TEXAS 78703
512-782-5515
ng.tx.txarng.mbx.trp@mail.mil

Financial Aid Release Form

By signing below, I authorize the offices of

(Name of School)

(Branch Campus - optional)

to release my student tuition and fee charges, payments and financial aid information for the **Fall 2016** Semester to the Texas Military Department's State Tuition Assistance Program. I understand that this information is used solely for the purpose of determining the amount of state tuition assistance that I may be eligible to receive for this semester. This document is NOT a promissory note or a guarantee of funds.

I acknowledge that I am responsible for any remaining balance after the State Tuition Assistance award has been applied. I also acknowledge that I am responsible for any payment of tuition and fees for classes that are Failed or Dropped.

(Type or print Last Name)

(First Name)

(SSN last 4)

(Student ID#)

(Applicant's Signature)

Date

Please direct any questions or requests for additional information to: ng.tx.txarng.mbx.trp@mail.mil

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High Need Exemption Request Form

(This section is optional)

I. The purpose of this section is to request consideration for an expanded tuition assistance award. This means that if approved, the tuition reimbursement award can be expanded up to a total of 12 credit hours of tuition and fees, not to exceed \$4,500. The actual amount of the final award will depend in large part to the availability of funds in our program. It is expected that there will NOT be adequate funding to approve all High-Need Exemption requests. Requests will be scored and prioritized according to a variety of factors. Expanded awards approvals will be maximized as much as available funding allows.

II. BASIC INFORMATION

NAME (Last, First)

LAST 4 SSN#

Pay Grade

BASIC TRAINING COMPLETION DATE

SCHOOL

BRANCH/CAMPUS

III. APPLICANTS REQUESTING AN EXPANDED AWARD MUST MEET ONE OR MORE OF THE FOLLOWING CRITERIA:

Place your initials in the box to the left of ALL eligibility criteria that apply to you.	
	I am currently an Officer Without a Degree (OWD). <i>(must be a commissioned officer)</i>
	I have less than 3 years Time In Service.
	I am within 1 semester of graduating. Projected graduation date: _____
	I am a Cadet in an ROTC program.
	I am in the first year of my undergraduate studies and have less than 30 hrs of academic credit towards my Associate's or Bachelor's Degree.
	I am NOT eligible for ANY Financial Aid through FAFSA or any other sources. I am not receiving Pell Grant, SEOG, Texas Grant or any other Tuition Assistance. <i>(Must provide documentation of financial aid status)</i>
	I am attending a Private School.

Applicant's signature

Date