

State Tuition Assistance Program of Texas

Fall 2018/Spring 2019

Applicant's Name:

(Last)

(First)

(MI)

Last 4:

College/University:

I. Application Steps: State TA can be requested for combined Fall and Spring semesters. (see 1c below)

1. **Download and fill out this form:** (available on our website: <https://tmd.texas.gov/state-tuition-assistance-program>)
 - a) It is recommended that applicants fill out this fillable PDF form electronically.
 - b) If unable to complete the form electronically, print out form and fill out manually.
 - c) To request assistance for both semesters, applicant must meet the following criteria:
 - 1) must be attending the same school during the entire school year (Aug. thru May)
 - 2) must apply prior to Fall deadline. (Forms received after Fall deadline will apply for Spring semester only.)
2. **Sign this form.**
 - a) Signatures on pages 3 and 4 are REQUIRED. Sign page 5 if applicable (see pg. 5 for details).
 - b) Sign using a CAC electronic signature, Adobe electronic signature tool, or hand written signature.
3. **Submit this form** by attaching the saved electronic file in an email.
 - a) All Army Guard, Air Guard, and State Guard applicants send to ng.tx.txarng.mbx.trp@mail.mil.
 - b) Air Guard and State Guard Members can "CC:" other persons or offices in their components as needed.
4. **Submit Additional Documents** AFTER the "Census Date" or add/drop period has passed. (1st week of classes)
 - a) ALL applicants are required to send a fee statement and a course schedule.
 - See the examples of a statement and a schedule for information required on each.
 - b) Other documents that may be needed include:
 - FTA form, 9/11 GI Bill COE, financial aid letter, etc.
 - If you are receiving any aid, send official documentation that shows what you are receiving.
 - c) All documents should be sent by email separately from this form to ng.tx.txarng.mbx.trp@mail.mil.
 - Documents for Fall should be submitted in September.
 - Documents for Spring semester should be submitted in February.
5. **Submit an Official Transcript** AFTER the end of each semester.
 - a) An Official Transcript is required to confirm passing grades for each semester.
 - b) **ONLY OFFICIAL TRANSCRIPTS** will be accepted. Order a PDF electronic version if available.
 - c) Awards for Fall and Spring are paid out separately. A transcript is required for each semester.

II. Deadlines: There are 3 separate actions shown below; each action has a deadline:

1. Send Application Form.

- a) **The Primary deadline:**
 - Fall semester - August 05
 - Spring semester - January 01
 - Applications received by the primary deadline qualify for the standard award
 - up to 6 credits of tuition and mandatory fees
 - not to exceed \$2,250
 - Additionally, the applicant qualifies for priority consideration for a tuition award above the 6 credit award limit. The maximum allowed award is:
 - for up to 12 credits of tuition and mandatory fees
 - not to exceed \$4,500
- b) **The Extended deadline:**
 - Fall semester - September 09
 - Spring semester - February 03
 - Applications received after the Primary but prior to the Extended deadline will:
 - qualify for the standard award
 - have the lowest priority for an award above the standard amount
 - Forms received after the Extended deadline will go on a Wait List and are likely to NOT receive a tuition award

Note: If you apply for both semesters and meet the Fall deadline, then you automatically have met the Spring Primary deadline.

2. Send Additional documents.

- Fall semester - September 30
 - Spring semester - February 28
- Financial and schedule information should be sent AFTER the census date, or after the 1st week of classes
 - Information sent earlier may not reflect all information accurately

3. Send Official Transcript.

- Fall semester deadline - January 13
 - Spring semester deadline - June 09
- Transcript deadlines may be extended for extenuating circumstances, on a case-by-case basis
 - Applicants approved for an extended deadline will qualify for the standard award amount
 - Consideration for a higher amount will be at the lowest priority level

State Tuition Assistance Program of Texas Fall 2018/Spring 2019

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. _____
(Last Name First Name MI) (SSN Last 4) (Student ID#)
4. I am an Active Member (Not AGR) of the: 5. Pay Grade
 Texas State Guard
 Texas Army National Guard
 Texas Air National Guard: *(Select one below)*
 136th AW 147th RW 149th FW Reset
6. Basic Training Completion Date
 7. ETS/MRD Date
 8. I have previously applied for State Tuition Assistance. Yes No

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 _____
2. Education Level currently pursuing _____ 7. I am enrolled in and requesting State TA for 2 schools concurrently. Yes No
(a separate application is required for each school. Max. of 12 hrs total are reimbursable per semester)
3. Major/Area of Study _____
4. Expected credits enrolled _____ 8. I am requesting State TA for: Fall Spring
(If attending the same school for Fall and Spring, check both)
5. First semester at this school _____
6. Anticipated graduation date _____ 9. Which degrees have you already completed?
 Certificate Associate's Bachelor's Graduate
10. I am in an ROTC Program. Yes No 10a. If yes, the ROTC program is located at: the same school a different school
 10b. If different, name of school: _____

Financial Assistance Other Than State Tuition Assistance

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

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

State Tuition Assistance Program of Texas Fall 2018/Spring 2019

STUDENT STATEMENT OF UNDERSTANDING

Applicants must read and initial each statement below in order to receive State Tuition Assistance. If clarification is needed on any of the following statements, contact the State TA Office at ng.tx.txarng.mbx.trp@mail.mil.

BY INITIALING ALL STATEMENTS BELOW, I ACKNOWLEDGE AND UNDERSTAND ALL THE FOLLOWING:

My State Tuition Assistance (STA) award may be forfeited if I miss any of the deadlines listed on page 1 of this form. (Exceptions to this rule will be considered on a case-by-case basis.)

I can be disqualified from receiving STA if I fail to maintain satisfactory participation with my unit, e.g., if I have a military personnel flag, fail a PT test, or have other unsatisfactory performance. My eligibility will be determined during the processing of this request, which can occur after the semester has begun.

STA is not allowed to pay on the same tuition and fee charges paid by other grants and/or scholarships, including the Texas Tomorrow Fund. Eligible charges for an STA award will be determined during the Financial Review phase of processing this request, which occurs several weeks into each semester.

My STA award is subject to the availability of funds and I am NOT guaranteed the full amount of tuition charges.

I am aware that STA awards can only reimburse up to the in-district or in-state resident tuition rates. Any charged **out-of-district tuition/fees or out-of-state tuition/fees** are NOT eligible for reimbursement.

In order to request STA for Fall/Spring together, I must submit this form prior to Fall semester deadlines. Applications received after the Fall extended deadline will be considered for Spring semester assistance only.

I am an actively participating member (not AGR) of either the 1) Texas Army National Guard, 2) Texas Air National Guard, or 3) Texas State Guard.

I have completed the required equivalent to military Basic Training for my component.

I hold a rank equivalent to a pay grade falling within the range of E1-E9, W1-W3, or O1-O5.

If I separate from military service or enter into an inactive status before the end of the semester, I will lose eligibility for assistance for the same semester.

I have not previously completed a degree of the same level as the degree for which I am currently requesting assistance. State TA will not fund a 2nd degree of the same level I have already completed.

I currently have and will maintain at least a 2.0 cumulative GPA.

I am attending and requesting assistance for a Texas college or university.
(If unsure check website for list of Texas Institutions: <http://www.collegeforalltexans.com>)

I can receive STA benefits for 5 academic years or 10 semesters.

I understand the State TA website has information to explain the processing steps of this program.
(<https://tmd.texas.gov/state-tuition-assistance-program>)

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

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 State TA as verified by my signature below.

(Last Name)

(First Name)

(Last #4 SSN)

(Required Signature)

(Date)

(SAVE A COPY FOR YOUR RECORDS)

State Tuition Assistance Program of Texas Fall 2018/Spring 2019

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 Information Release Form

By signing below, I authorize the offices of

(Name of School)

to release my student tuition and fee charges, payments and financial aid information for the **Fall 2018/Spring 2019** academic year to the Texas Military Department's State Tuition Assistance Program office. I understand that this information is used solely for the purpose of determining the amount of tuition assistance that I may be eligible to receive for this academic year. 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 will not be awarded payment of tuition and fees for classes that are Failed, Withdrawn, or Incomplete.

(Last Name)

(First Name)

(SSN last 4)

(Student ID#)

(Required Signature)

(Date)

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

State Tuition Assistance Program of Texas Fall 2018/Spring 2019

Request For Exemption From The 6 Credit Hour Limit

I. This page is a request for consideration to be exempt from the standard 6 credit hour award limit. Complete this page only if registered for more than 6 credit hours.

If approved, this tuition award can be expanded up to the equivalent of tuition and fee charges for a maximum of 12 credit hours, not to exceed \$4,500. Receipt of other assistance applied to tuition and fee charges may limit the maximum possible award amount.

Approval for an exemption for Fall semester does NOT guarantee approval for the Spring semester. Each semester is reviewed and approved independently. The amount of funds available will determine the maximum number of exemptions approved each semester. There is NO guarantee that funds will be available to approve all otherwise qualified requests.

II. BASIC INFORMATION

(Last Name)

(First Name)

(Last Four)

PAY GRADE

BASIC TRAINING COMPLETION DATE

SCHOOL

III. APPLICANTS REQUESTING THIS EXEMPTION MUST BE REGISTERED FOR MORE THAN 6 SEMESTER CREDIT HOURS.

Place your initials in the box to the left of ALL criteria that apply to you.

	I am currently an Officer Without a Degree (OWD). <i>(must be a commissioned officer, not enlisted or warrant officer)</i>
	I have less than 3 years Time In Service.
	I am graduating this current school year and my expected graduation date is:
	I am in an ROTC program, but not receiving any ROTC scholarships.
	I have earned fewer than 30 hrs of undergraduate academic credit.
	I do NOT expect to receive ANY grants or scholarships through FAFSA or other sources, i.e., I did not apply for or was not approved to receive a Pell Grant, SEOG, Texas Grant or other scholarships or grants.
	I am attending a Private School.
	I am a member of the Texas State Guard. <i>(This is a different component than the National Guard)</i>

Signature

Date

(sign only if registered for more than 6 credit hours AND requesting this exemption)

State Tuition Assistance Program of Texas Fall 2018/Spring 2019

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

Reset 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

Reset 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.