



NEW JERSEY ARMY NATIONAL GUARD
REQUEST FOR FEDERAL TUITION ASSISTANCE
STATEMENT OF UNDERSTANDING



This form is subject to the Privacy Act of 1974.
 Proponent: The NJ Army National Guard Education Center
 Headquarters State Area Command
 3650 Saylor's Pond Rd. Fort Dix, NJ 08640-7600

BY SIGNING BELOW YOU CERTIFY THAT YOU UNDERSTAND THE FOLLOWING:

1. ELIGIBILITY
 - a. I am a traditional drilling Army National Guard (ARNG) soldier in good standing (satisfactory participant) in my ARNG unit
 - b. I am working toward a diploma, certificate, undergraduate, graduate or first professional degree at an accredited institution.
2. AUTHORIZED RATES
 - a. The ARNG will pay up to 100% of my tuition based on the following caps; up to \$250 per credit, up to \$4,500 per fiscal year.
 - b. Tuition Assistance will be paid directly to the school and I agree to pay the remaining amount not paid by the ARNG.
 - c. Federal Tuition Assistance (FTA) is subject to the availability of funds remaining at the end of the Fiscal Year.
 - d. FTA is authorized on a course-by-course basis and no changes will be made in the courses or dollar amount for which FTA is approved without notification to the ARNG Education Office.
3. DUPLICATION OF BENEFITS
 - a. In order to receive ARNG FTA and the Montgomery GI Bill – Selected Reserve (MGIB-SR) simultaneously for the same course(s) I must be enrolled at least ½ time or more in the MGIB-SR.
 - b. In order to receive ARNG FTA and the Montgomery GI Bill – Active Duty (MGIB-AD) simultaneously for the same course(s) I cannot have signed a MGIB Kicker contract in the ARNG.
 - c. You cannot use FTA concurrently (for the same courses) with the NJ National Guard Tuition Waiver Program (NJNGTP)
4. WITHDRAWAL/RECOUPMENT OF ARNG FTA
 - a. I agree to reimburse the ARNG the tuition FTA paid if I withdraw from or fail a course except for reasons beyond my control as determined by the NJARNG Education Services Officer (ESO).
5. GRADES
 - a. I will provide the NJARNG Education Office with a copy of my grade report within 30 days of completion of any class for which I receive ARNG FTA.
6. OBLIGATION By receiving ARNG FTA I incur the following obligation:
 - a. Enlisted. Must have remaining obligation on your existing enlistment contract that will extend to or beyond the last date of course enrollment that ARNG FTA funds have been provided.
 - b. Officers. Must have at least 4 years of Selected Reserve service remaining from the date of completion of the course for which ARNG FTA is provided.
 - c. Failure to complete this obligation may result in recoupment of all or a portion of my ARNG FTA.
7. INSTRUCTIONS
 - a. Submit this form with a completed DA Form 2171-E, Proof of Registration and a Tuition Bill to the following address:
NJARNG Education Center, 3650 Saylor's Pond Road, Fort Dix, NJ 08640-7600. or FAX# 609-562-0201
 - b. This form will not be processed unless completely filled out. Failure to do so may result in delay or denial of benefits.

1. _____ / _____ / _____
 NAME: (Print) Last, First, Middle Initial GRADE / RANK SSN

2. _____
 STREET ADDRESS

_____ _____ _____
 CITY STATE ZIP CODE

3. (_____) _____ - _____ (_____) _____ - _____ _____
 DAYTIME PHONE EVENING PHONE E-MAIL ADDRESS

4. _____ _____ (_____) _____ - _____
 UNIT CITY UNIT PHONE #

Authorization / Release

I authorize the staff of the New Jersey Army National Guard Education Office access to my academic and student account records. I authorize the payment of FTA to my school on my behalf. I further authorize the release of my grade report for the above stated courses.

SIGNATURE: _____ DATE: _____