



NEW JERSEY NATIONAL GUARD TUITION PROGRAM (NJNGTP) STATEMENT OF UNDERSTANDING

This form is subject to the Privacy Act of 1974

PRIVACY ACT STATEMENT

AUTHORITY: N.J.S.A. 18A:62-23, 18A:62-24, 18A:62-25, 18A:62-26, 18A:62-27.
PRINCIPLE PURPOSE: Enrollment of NJ National Guard service members in the NJNGTP and ensure that your knowledge of these conditions is a matter of record.
ROUTINE USES: To provide information on program eligibility and entitlement under the NJNGTP.
DISCLOSURE: Voluntary. Disclosure of SSN is voluntary. However, this form will not be processed without the service member's SSN.
INSTRUCTIONS: Read this Statement of Understanding and complete Section I and VI.

SECTION I - SERVICE MEMBER DATA

NAME: (Print) Last, First, Middle Initial	RANK	SSN
Unit of Assignment	Unit Location (City)	Unit Phone Number

SECTION II - GENERAL

1. State Law provides tuition free education in public institutions of higher education for certain members of the New Jersey National Guard and certain surviving spouses and children of New Jersey National Guard members. The tuition program provides service members the opportunity for professional development by defraying a major portion of college education expenses while serving in the New Jersey National Guard.
2. The NJNGTP Commander's Certificate of Eligibility (NJDMAVA Form 621-2-R) certifies your compliance with this program and is to be given to the Financial Aid Office or Veterans Service Coordinator at your school, whichever is applicable.
3. The NJDMAVA Form 621-2-R is required to be submitted each semester in which the service member requests enrollment in the NJNGTP.
4. The NJDMAVA Form 621-2-R expires 60 days from the date of signature.

SECTION III - CRITERIA

1. Any member of the New Jersey National Guard shall be permitted to attend regularly scheduled courses at any public institution of higher education in this State and receive up to 15 credits per semester tuition free provided that:
 - a. The member has completed Initial Active Duty Training (IADT).
 - b. The member is in good standing as an active member of the New Jersey National Guard.
 - c. The member has been accepted to pursue a course of undergraduate study and is enrolled as an undergraduate student in good standing at that institution or a course of graduate study and is enrolled as a graduate student in good standing at that institution.
 - d. Each year the member must apply, through the Financial Aid Office of the institution, for all available state and federal student grants and scholarships for which the member may be eligible to receive.
2. Any child or surviving spouse of a deceased member of the New Jersey National Guard who completed Initial Active Duty Training and was killed in the performance of his or her duties while on Active Duty or killed in the performance of his or her duties while a member of the New Jersey National Guard, shall be permitted to attend regularly scheduled courses when c and d above apply; and available classroom space permits and tuition paying students constitute the minimum number required for the course.

SERVICE MEMBER NAME: (Print) Last, First, Middle Initial

SSN

SECTION IV - BENEFITS

When qualifying criteria is met, the service member, or eligible child or surviving spouse, will be permitted to attend regularly schedule courses at any New Jersey public institution of higher education and receive up to 15 credits per semester tuition free.

SECTION V – LIMITATIONS

1. Should you be accepted into a course, or courses, your tuition will be waived; however, you will be required to pay for all other fees, including lab fees and books.
2. You must contact the Financial Aid Office or Veterans Services Coordinator prior to registration. Each college has their own policies and procedures for administering the NJNGTP.

SECTION VI – STATEMENT OF UNDERSTANDING

I have read and understand this Statement of Understanding. I further understand that the definition of “a member in good standing” is attendance at all scheduled unit training assemblies and annual training periods and not currently the subject of any adverse actions under the provisions of any Army, Air Force or National Guard regulations.

I understand that if I fail to maintain my status as an active member of the New Jersey National Guard in good standing, each institution of higher education that has provided tuition-free credits to me pursuant to N.J.S.A. 18A: 62-24, will be notified of my change in status and will hold me financially liable for the value of any credits awarded and unpaid tuition during my current term of contracted NJNG service.

SIGNATURE OF SERVICE MEMBER

DATE

DISTRIBUTION:

Service Member / College - **Original – 1**

Unit of Assignment - **Copy - 1**

NJ Army National Guard Education Center - **Copy – 1**

Proponent: NJ Army National Guard Education Center
3650 Saylor's Pond Road
Fort Dix, New Jersey 08640

TEL: (609) 562-0975

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<http://www.state.nj.us/military/education>