

# PROCEDURE FOR OBTAINING NJ NATIONAL GUARD EDUCATIONAL BENEFITS AT THOMAS EDISON STATE COLLEGE

## **NJ National Guard Tuition Waiver Guidelines Checklist**

This checklist outlines the steps and procedures required for obtaining New Jersey National Guard Tuition for educational benefits at Thomas Edison State College. Students will be required to submit the following information prior to submitting their waiver request and registration form. If any of the information is found incomplete or missing the student's registration will be rejected, and they will need to complete the required documentation and resubmit the appropriate paperwork.

The New Jersey National Guard Tuition Plan (NJNGTP) is available to active members of the New Jersey National Guard and to the dependents of deceased members of the New Jersey National Guard under certain circumstances. Please contact the Guard directly for further information regarding these circumstances. Eligible members may only pursue one academic degree program using the NJNGTP. However if the member is pursuing a Bachelors degree, they may also pursue an Associate degree or academic certificate so long as the course work is contained entirely within the primary program.

It is important to note that if financial aid is received (i.e., in the form of a TAG or Pell Grant or other grants or scholarships), the service member must first pay for the tuition costs using these funds. Any remaining *tuition* costs will be covered by the NJNGTP.

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To qualify for New Jersey National Guard Tuition Waiver benefits, it is required to provide the following items to insure that your waiver request and registration are not delayed. All items must be received by the 15<sup>th</sup> of the month prior to the course start date.

- Free Application for Federal Student Aid (FAFSA - completed each academic year (July-June))
  - New Jersey Tuition Assistance Grant Application (included within FASFA)
  - Thomas Edison State College Financial Aid Application (completed yearly)
  - Other Federal and State grants and/or scholarships (please list below)
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- Current NJNGTP Commander's Certificate of Eligibility (NJDMAVA Form 621-2-R)  
**Submitted each term in which you request enrollment**

- I have applied, through the Financial Aid Office at Thomas Edison State College for all available state and federal student grants and scholarships, for which I may be eligible to receive.
- I have applied for and used all Veteran Affairs Educational Benefits for which I am eligible under the G.I. Bill or benefit is being transferred to an eligible dependent.

*Please Choose One:*

- I have been accepted to pursue a course of undergraduate study and am enrolled as an undergraduate student in good standing at Thomas Edison State College

Or

- I have been accepted to pursue a course of graduate study and am enrolled as a graduate student in good standing at Thomas Edison State College.
- I am pursuing either **one** Undergraduate or Graduate degree, but not both.
- I am submitting my **NJ Guard Waiver** and **Undergraduate or Graduate Course Registration Form** by the 15<sup>th</sup> of the month, prior to the registration deadline.

I certify that all of the above information was filled out to the best of my ability and all information is correct:

Name (Please Print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please fax copies of the required documentation to the Office of Military and Veteran Education at 609-984-7143.**