

# STATE TA FAQS



CO National Guard  
State Tuition Assistance Office

Updated 04/10/20

## NOTICE TO APPLICANTS:

Members should access the website EVERY SEMESTER to obtain up-to-date information before initiating their application for State TA. It is the applicant's responsibility to ensure they are reporting the correct information and submitting the required forms as part of their application packet.

It is highly recommended the process for obtaining all your required paperwork commence immediately.

Applicants should refer to the *Student Resources* Section of the State TA Website and download the: [\*Document & Submission Checklist for Applicants\*](#).

## State Tuition Assistance Overview

### Q. Which Guard Members are eligible to apply?

A. Colorado National Guard Members under the following ‘*eligible*’ statuses are encouraged to apply for State Tuition Assistance:

#### **ELIGIBLE:**

Title 10: Deployment, Call Up

Title 32: Traditional, AGR, Federal Technician, M-Day, One-Time Occasional-Tour (OTOT)

#### **NOT ELIGIBLE:**

Title 10: Active Duty & Title 38 Veteran/Retiree

Spouses/Dependents

Reservists

Currently, the program is paying up to \$5,000/semester at the approved schools listed below. **Funding is subject to change based on availability.**

**The following state funded schools are sponsored by this program:**

Adams State University	Community College of Aurora
Aims Community College	Community College of Denver
Arapahoe Community College	Emily Griffith Technical College
Colorado Mesa University	Fort Lewis College
Colorado Mountain College	Front Range Community College
Colorado Northwestern Community College	Lamar Community College
Colorado School of Mines	Metropolitan State University of Denver
Colorado State University at Ft. Collins & Online Plus	Morgan Community College
Colorado State University - Global	Northeastern Junior College
Colorado State University at Pueblo	Otero Junior College
	Pickens Technical College

Pikes Peak Community College	University of Colorado at Boulder
Pueblo Community College	University of Colorado at Colorado Springs
Red Rocks Community College	University of Colorado at Denver
Southwest Colorado Community College	University of Colorado Health Sciences Center
Technical College of the Rockies	
Trinidad State Junior College	University of Northern Colorado Western Colorado University

## DEFINITION GUIDE FOR APPLICANTS

**Online Application:** Completed every semester. Comprised of applicant demographic information and documentation, some documents will be unique to an applicant's situation. Visit: [www.colorado.gov/dmva](http://www.colorado.gov/dmva) > **Tuition Assistance** by the established deadline posted to apply.

**State TA Authorization/FERPA Release Form:** The Authorization is an *estimated* award letter. The letter is only provided to applicants determined as conditionally eligible to apply in the State TA program and it is emailed to them.

Information on this letter is generated from data provided by the applicant at the time of application and it is subject to change. Once the applicant receives this form, the applicant must immediately sign/date and submit this form to the designated contact at their school as directed by the State TA Office.

Designated school contacts are provided to the student with the Authorization Letter. This signed form must be submitted to the designated institution contact no later than the first week of class.

Per the Family Education Rights and Privacy Act (FERPA), this State TA form gives authorization to the school, by the student, to release information pertaining to their student account and records to the State TA Office, so eligibility for payment can be confirmed.

**COURSE DROP:** To remove/drop yourself from a class during a school's designated add/drop period. If you add or drop classes during the school's specified period of time, you may not be penalized for doing so (check your school's add/drop policy outlined in their catalog).

Dropping courses can affect your State TA authorization amount. Additional classes added **AFTER** your authorization is issued, could also result in an out of pocket payment from you if additional State TA funds are unavailable.

\*If you were to drop **ALL** your courses and not replace them, you have unofficially 'withdrawn' from school.

**WITHDRAWAL:** To remove yourself from a course or from school after the add/drop period has closed. Receive 'W' or 'I' for a grade (depending on the school's grading practices). Withdrawal from school means you are no longer an enrolled student at the school and are not attending any classes.

**There are serious financial implications if you withdraw during a semester.**

You should always speak to someone at your school's Financial Aid office, Business Office and also the State TA Office before withdrawing so you can make an educated decision. You could potentially end up with a balance you have to pay out of pocket and it could also effect your ability to re-enter school or transfer credits to another school.

**Q. Can my parents or anyone else contact the State TA office with questions regarding my State TA application or account?**

A. No. Your application and State TA payment information is confidential. The only time information will be released to a family member is if you are on orders and our office is provided a current and valid, active power of attorney on your behalf.

**Q. What forms do I have to fill out and when is my application due for each semester?**

A. You must apply online and upload all documentation to your application. Application deadlines are posted on our homepage. Late documentation is not accepted. See the *Document & Submission Checklist for Applicants* for all document requirements.

You are provided (1) opportunity to submit your packet and (1) opportunity for re-work on your packet with a designated deadline, in the event the State TA Office reviews your file and finds something that requires additional information.

Act promptly on State TA requests and take the time to make sure your packet is complete before submitting. Failure to do so will result in disqualification.

**Q. The application deadline is approaching and my *cost breakdown* isn't available from my school. What should I do?**

A. Please visit the **Student Resources** section on our website and download the *Document & Submission Checklist for Applicants*. Under the **cost breakdown** section of that checklist, there are a series of options provided to you.

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**Q. The application deadline is approaching and I don't have a *course schedule* yet! What should I do?**

A. Please visit the **Student Resources** section on our website and download the ***Document & Submission Checklist for Applicants***. There is *supplemental* information provided on this checklist detailing what you can provide in lieu of your course schedule if it is unavailable.

The supplemental option is only available to you if you are attending a school where new student orientation is required **and** your schedule will not be available until **after** the State TA deadline.

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**Q. I am waitlisted for some classes and enrolled in others? What's going to happen to my application?**

A. Waitlisted classes are **not** eligible for State TA. If you later become enrolled in those courses, your school will submit a written request for adjustment **after** their add/drop period has closed. If State TA funding is still available, your school's request will be considered.

Additional funding for any added class will be based on funding availability at that time and is **not** guaranteed.

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**Q. How will I (and my school) know I am authorized for tuition assistance?**

A. If it is determined you are eligible, you will be emailed a State TA Authorization/FERPA Release form to sign. **Be mindful that the eligibility review period can take several weeks after you submit your online application packet; please be patient. If you have not received an approval or denial by your first week of class, immediately contact the State TA office.**

The Authorization is an *estimated* award letter. The letter is only provided to applicants determined as conditionally eligible to apply in the State TA program and it is emailed to them.

Information in this letter is generated from data provided by the applicant at the time of application and it is subject to change. Once the applicant receives this form, the applicant must immediately sign/date and submit this form to the designated contact at their school, as directed by the State TA Office.

Designated school contacts are provided to the student with the Authorization Letter. This signed form must be submitted to the designated institution contact no later than the first week of class.

Per the Family Education Rights and Privacy Act (FERPA), this State TA form gives authorization to the school, by the student, to release information pertaining to their student account and records to the State TA Office, so eligibility for payment can be confirmed.

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**Q. I got a bill from my institution and they are asking for payment. It looks like State TA has not been applied to my account yet, what do I do?**

A. First, do not ignore these communication attempts from your school.

If your institution is threatening to drop you or place your student account on hold, immediately reach out to the contact at your school that has been designated to handle your State TA. It is possible they do not have you flagged for State TA eligibility or you may have other outstanding charges that need to be addressed. If you do not know who this person is, contact the State TA office manager for assistance.

You should be aware that your school will not invoice the State TA Office for payment until they have received your signed State TA Authorization/FERPA Release form and the school's Add/Drop period has officially passed. Ensure you have turned in your signed form by your school's billing deadline; otherwise you will risk not having your State TA Paid.

**Invoices will not be provided by your institution or paid by the State TA office, if your State TA Authorization/FERPA Release form was not signed and turned in by you (the student).**

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**Q. I received other sources of aid and my eligibility was adjusted or I no longer qualify for State TA. Why is this?**

A. Per C.R.S. 23-7.4-302. 2 a.: A member shall be eligible for tuition assistance pursuant to this section to the extent that the *sum* of the member's tuition from all sources, including the federal government, does not exceed one hundred percent of the cost of tuition.

Students reported by their school as having '*other sources of aid*' will have their State TA re-calculated accordingly. If it is determined you have more aid than needed to cover your tuition, your State TA will not be paid. Refunds of State TA money to members are not permitted.

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**Q. Do I have to be a member of the Colorado National Guard (either Army or Air Force) to be eligible for the tuition benefits? Are spouses/dependents eligible?**

A. Yes, you have to be an active drilling member of the CONG. Spouses/dependents are NOT eligible for the tuition assistance program;

however there are some schools that have opted to waive registration/enrollment fees to military spouses/dependents. Please ask for discounts at your school.

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**Q. How much Tuition Assistance does state pay each semester?**

A. State Tuition Assistance can pay up to \$5,000 of your in-state tuition per semester (after COF stipend applied). **Funding is subject to change, based on funding availability.**

State TA does not for pay books, fees or living expenses. The awarded amount each semester is based on how many applications are received, and how much funding is available. Refunds are also not available to members utilizing the funding.

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**Q. Does State Tuition Assistance pay for out-of-state residency?**

A. No. As of 1 July 2007, a member of the Colorado Guard whose sole residency is Colorado is eligible for 'in-state tuition status.' Becoming a member of the Colorado Guard doesn't automatically guarantee you in-state residency but it does make you eligible for the in-state tuition rate at Colorado state colleges and universities.

You must contact the school you are interested in attending to find out their process for applying for in-state tuition and complete their required in-state tuition and residency paperwork.

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**Q. Can I use State TA for cost of living or any other expenses?**

A. No. State TA is for tuition only. Books, fees and living expenses are the responsibility of the applicant. Please be advised that if you paid your school directly for tuition, your school may not be required to reimburse money you paid out of pocket and could apply it to your other charges. Be sure to check your school's refund policy regarding student payments. State TA Funds are issued directly to your school.

Refunds to students with State TA funds are not permitted. If you receive a refund check from your school, it is strongly recommended that you confirm with both your school's billing office (first) and the State TA office (2<sup>nd</sup>) that you have not received any State TA money as a refund.

You could later be required to return State TA funding to the school or the State TA Office if an error was made at your school during the refund process. Your account could also be sent to collections.

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**Q. What happens if I drop a class?**

A. If you drop a class, you should immediately notify the State TA Office and your school's billing office. Your eligibility may need to be adjusted. Typically if you drop during your school's designated add/drop period they will also remove the charges from the dropped course.

However, it is advised that you still follow up with your school regarding this and do not assume the charges have been removed automatically.

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**Q. What happens if I withdraw from a class (take 'W' grade) or withdraw completely from school?**

If you withdraw from a class and take a W grade or withdraw completely from your school, you are required to notify the State TA office immediately before doing so. There are financial implications for withdrawing.

You will be responsible for repayment back to the State TA office if any withdrawn classes were paid with State TA Funds. If you fail to repay the funds back to the State TA Office, your account will be sent to collections and your student account and college transcripts may be placed on hold, preventing you from registering for future courses.

If you withdraw before State TA funds were paid, you are responsible for making payment arrangements with your school to cover your balance.

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**Q. If I apply for State Tuition Assistance and also Federal Tuition Assistance (GOARMYED), can I use both sources to pay for my schooling?**

A. Yes. However, tuition paid from any tuition assistance source cannot exceed 100%. State Tuition Assistance will always be applied towards your tuition first. You may apply for Federal TA at: [WWW.GOARMYED.COM](http://WWW.GOARMYED.COM) on your remaining tuition balance if you are eligible.

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**Q. If I apply for State Tuition Assistance and GI Bill, can I use both sources to pay for my schooling?**

A. Yes. You may apply to use your GI Bill funding while also using State Tuition Assistance. State Tuition Assistance will always be applied first towards your tuition.

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**Q. If I apply for State Tuition Assistance, Federal TA & GI Bill, can I use all three sources together to pay for my schooling?**

A. Yes, in some cases. However, Chapter 1606/1607 GI Bill funding and Federal TA (GOARMYED) cannot be used simultaneously for the same courses. State TA

can be used in conjunction with both Federal TA and GI Bill and will always be applied towards your tuition first.

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**Q. Is there a minimum Cumulative Grade Point Average requirement for State Tuition Assistance?**

A. Yes. You are required to maintain a minimum cumulative grade point average of 2.5 every semester. If you do not fulfill this requirement, the state will no longer be obligated to pay your tuition at the time of billing.

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**Q. Can I apply for State TA when pursuing an additional degree at the same education level (E.g. bachelor's, master's doctorate, etc)? For example, if I have already earned a bachelor's degree, can I use State TA funds towards the completion of an additional bachelor's degree?**

A. Yes, you may apply for funding consideration. However, though State TA is normally awarded on a first come first serve basis, funding will prioritize student's seeking their first degree at that level. This means that all applications for students pursuing their first degree (at that level) will be evaluated and awarded first.