



# MONTANA UNIVERSITY SYSTEM ELIGIBILITY, INSTRUCTIONS AND AWARD GUIDELINES Montana National Guard Tuition Waiver

**STUDENTS MUST APPLY EACH ACADEMIC YEAR TO REQUEST THIS WAIVER**

(No later than the third week of the first semester for which the waiver is being requested.)

## ELIGIBLE CAMPUSES:

MSU Bozeman	Great Falls College MSU	UM Missoula	MT Tech	Bitterroot College UM
MSU Billings	City College MSU	UM Western	Missoula College UM	Flathead Valley CC*
MSU Northern	Gallatin College MSU	Helena College UM	Highlands College MT Tech	Miles CC*
				Dawson CC*

\*Note: Montana's Community Colleges are encouraged to offer the MTNG Tuition Waiver; however, students must inquire at the college directly to verify waiver availability.

## QUALIFICATIONS:

A student who is a member of the MT National Guard is eligible for a tuition waiver, provided the student:

- Is a bona fide member of the MT National Guard at the start of each semester for which the student is enrolled;
- Is certified as a MT National Guard member in good standing who has completed Initial Entry Training;
- Has applied for Military Federal Tuition Assistance prior to each eligible semester;
- Does not hold a baccalaureate degree or higher;
- Maintains reasonable academic progress in accordance with the campus's Satisfactory Academic Progress (SAP) policy used in administering federal financial aid; and
- Has an outstanding tuition balance after applying all other sources of aid (see award calculation example below).

MT National Guard members who do not meet the residency requirements provided in BOR Policy 940.1 but do meet the criteria listed above, are eligible for in-state tuition status for purposes of applying the tuition waiver under this policy.

## AWARD GUIDELINES:

The MT National Guard Tuition Waiver is a last dollar award and is calculated based on the in-state tuition rate. ALL federal, state and private grants and/or scholarships sent to the campus on behalf of the student, must be deducted from tuition before the waiver can be applied. Waivers will only be applied if there is an outstanding tuition balance after all other sources of aid have been applied (see example below). GI Bill benefits are not included in the tuition waiver award calculation.

For questions regarding how this benefit will be calculated for your specific circumstances, please visit the Financial Aid Office or Veterans Services Office at the campus you plan to attend.

### TUITION ONLY (No Fees)

Minus **Federal Military Tuition Assistance**

Minus **Federal Grants (PELL Grant, SEOG, etc...)**

Minus **State Grants and/or scholarships**

Minus **Private grants and/or scholarships**

TUITION Balance\*

= **MT National Guard Tuition Waiver** (up to in-state tuition only)

\*If there is no outstanding tuition balance after all other sources of aid have been applied, the National Guard member is not eligible for the waiver and no tuition waiver will be applied.

## APPLICATION INSTRUCTIONS:

- MUST APPLY TO OCHE EACH ACADEMIC YEAR TO REQUEST THIS WAIVER ([www.mus.edu/scholarships](http://www.mus.edu/scholarships))
- MUST apply for this waiver each academic year **no later than** the third week of the first semester for which you are requesting the waiver (retroactive awards are not made for previous semesters)
- APPLY for a PELL grant on the Free Application for Federal Student Aid ([www.FAFSA.gov](http://www.FAFSA.gov))
- APPLY for Federal Tuition Assistance prior to each semester, **Required if eligible**; visit the Education Services Office
- MUST notify the Commissioner's office directly if changing campuses mid-year ([mtscholarships@montana.edu](mailto:mtscholarships@montana.edu))

To obtain an application visit: [WWW.MUS.EDU/SCHOLARSHIPS](http://WWW.MUS.EDU/SCHOLARSHIPS)

For questions call: 1-800-537-7508

### SUBMIT AN APPLICATION EACH ACADEMIC YEAR

To submit your application materials electronically, please send to:

[snewlun@montana.edu](mailto:snewlun@montana.edu) using our secure email portal at: <https://securemail.mus.edu>

OR Mail to: Montana University System, Scholarship Department, PO Box 203201, Helena, MT 59620



**MONTANA UNIVERSITY SYSTEM  
APPLICATION  
Montana National Guard Tuition Waiver**

**STUDENTS MUST APPLY EACH ACADEMIC YEAR TO REQUEST THIS WAIVER**

(No later than the third week of the first semester for which they are requesting the waiver).

- Army National Guard                       First-time applicant                       Montana Resident  
 Air National Guard                       Renewal applicant                       Out-of-state Resident \_\_\_\_\_  
(State of residency)

\_\_\_\_\_  
 First name                      Middle name                      Last name                      Social Security Number  
 \_\_\_\_\_  
 Address                      Date of Birth  
 \_\_\_\_\_  
 City                      State                      Zip                      Phone  
 \_\_\_\_\_  
 Name of Campus                      Email

**ANTICIPATED ENROLLMENT and ANTICIPATED FEDERAL TUITION ASSISTANCE (FTA) and OTHER SCHOLARSHIPS/GRANTS:** Students MUST apply for Federal Tuition Assistance prior to each semester

For questions regarding your benefits and how this waiver will be calculated for your specific circumstances, please visit the Financial Aid Office or Veterans Services Office at the campus you plan to attend.

**FALL SEMESTER** 20\_\_\_\_ Credit Hours \_\_\_\_\_ FTA \$ \_\_\_\_\_ PELL Grant \$ \_\_\_\_\_

Other Scholarship Name \_\_\_\_\_ Amount \$ \_\_\_\_\_

Other Scholarship Name \_\_\_\_\_ Amount \$ \_\_\_\_\_

Other Scholarship Name \_\_\_\_\_ Amount \$ \_\_\_\_\_

If you have additional scholarships/grants, please include on a separate sheet of paper.

**SPRING SEMESTER** 20\_\_\_\_ Credit Hours \_\_\_\_\_ FTA \$ \_\_\_\_\_ PELL Grant \$ \_\_\_\_\_

Other Scholarship Name \_\_\_\_\_ Amount \$ \_\_\_\_\_

Other Scholarship Name \_\_\_\_\_ Amount \$ \_\_\_\_\_

Other Scholarship Name \_\_\_\_\_ Amount \$ \_\_\_\_\_

If you have additional scholarships/grants, please include on a separate sheet of paper.

**SUMMER SEMESTER** 20\_\_\_\_ Credit Hours \_\_\_\_\_ FTA \$ \_\_\_\_\_ PELL Grant \$ \_\_\_\_\_

Other Scholarship Name \_\_\_\_\_ Amount \$ \_\_\_\_\_

Other Scholarship Name \_\_\_\_\_ Amount \$ \_\_\_\_\_

Other Scholarship Name \_\_\_\_\_ Amount \$ \_\_\_\_\_

If you have additional scholarships/grants, please include on a separate sheet of paper.

\_\_\_\_\_  
First name                      Middle name                      Last name

- I certify I am a bona fide member of the Montana National Guard; and
- I certify I am a Montana National Guard member in good standing; and
- I certify I have completed military Initial Entry Training; and
- I certify I have/will apply for military Federal Tuition Assistance each eligible semester for which I am requesting this waiver; and
- I certify I do not hold a baccalaureate degree or higher; and
- I understand this waiver only covers up to the cost of tuition, all other costs of attendance (including fees) are my responsibility.

I hereby apply for exemption from tuition charges in accordance with the Laws of the State of Montana and the Montana University System Board of Regents' policy. By signing this application, I certify the information on this application is true and correct to the best of my knowledge. I have read and understand the qualifications and limitations and verify I qualify to apply for this waiver.

In addition, I authorize the Montana National Guard and other applicable organizations to disclose relevant records/information to the Montana University System for the purposes of confirming my eligibility for this award.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**SUBMIT AN APPLICATION EACH ACADEMIC YEAR**  
To submit your application materials electronically, please send to:  
[snwlun@montana.edu](mailto:snwlun@montana.edu) using our secure email portal at: <https://securemail.mus.edu>.  
OR mail to: Montana University System, Scholarship Department, PO Box 203201, Helena, MT 59620  
For questions call: 1-800-537-7508