State Tuition Assistance
Application Checklist

o State Tuition Assistance (STA) application form
  - ➢ UTNG STA Form-1, found on the G1-Education Office website: https://ut.ng.mil/RESOURCES/Service-Member-Support/Education-Services/
  - ➢ Put all classes with the same start date on the same application

o Statement of Understanding (SOU)
  - ➢ UTNG Form 1046-R, found on the G1-Education Office website: https://ut.ng.mil/RESOURCES/Service-Member-Support/Education-Services/
  - ➢ There is a new SOU published each fiscal year (1 July – 30 June)
  - ➢ You only need to sign one SOU each year, not a new one for each application

o Tuition Cost/Class Schedule Verification
  - ➢ Statement of charges from the school showing the cost of tuition and any fees for the semester/term. (e.g. student account activity, tuition history, account detail for term, student invoice).
  - ➢ Class schedule showing course number, title, credits, and start/end date.
  - ➢ Screenshots are acceptable
  - ➢ All documents must include the school's name and the student's name. Can be one document showing all (i.e. tuition and class details) or separate documents.

o For ROTC Scholarship Cadets only -
  - ➢ Include a memo signed by your Professor of Military Science (PMS) or Assistance PMS that verifies which type of scholarship you are receiving (i.e. "Soldier receives 'Room and Board' scholarship only, with no tuition costs covered.")

o For STEM-C Students only -
  - ➢ Include the STEM-C Verification Letter signed by you and your academic advisor/school representative verifying that your major is considered STEM or Cyber by your school.