

Education

**ARKANSAS
NATIONAL
GUARD TUITION
ASSISTANCE
PROGRAM**

Military Department of Arkansas
Office of the Adjutant General
Camp Joseph T. Robinson
North Little Rock, Arkansas 72199-9600
01 September 2017

UNCLASSIFIED

Deputy Chief of Staff, Personnel
Arkansas National Guard
Camp Joseph T. Robinson
North Little Rock, AR 72199-9600
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Education

ARKANSAS NATIONAL GUARD TUITION ASSISTANCE PROGRAM

OFFICIAL:



MARK H. BERRY
Major General
The Adjutant General

Summary. This regulation implements Act 471 of the 91st General Assembly and establishes rules for the eligibility of Guardsmen; defines the purpose of the Arkansas National Guard Tuition Assistance Program; defines necessary responsibilities of the program; and sets forth entitlement criteria.

Applicability. This regulation applies to all active members of the Arkansas Army and Air National Guard as defined in Arkansas Code Title 6, Chapter 60, Subchapter 2.

General. In this regulation, the words "Guardman" and "Guardmen" are intended to include both masculine and feminine gender unless specifically stated otherwise.

Distribution. This publication is available for both Arkansas Army and Air National Guard, Arkansas Department of Higher Education, all in-state accredited institutions of higher education, and the general public.

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Chapter 1

General

1-1. Purpose

This regulation establishes policy, procedure, and eligibility requirements for administration of the Arkansas National Guard Tuition Assistance Program (NGTA).

1-2. Entitlements

The NGTA, as established by Act 471 and located in Arkansas Code § 6-60-214, allows all eligible Guardsmen (see Chapter 2) to attend a state-supported institution of higher education tuition-free. This benefit will offer tuition assistance for a maximum of 120 semester credit hours. The NGTA can only be used to obtain an undergraduate degree, up to a bachelor's, and cannot be used by Guardsmen who have previously been awarded a bachelor's degree.

1-3. Policy

In an effort to improve necessary strength and readiness levels in the Arkansas National Guard, the NGTA is authorized under state law as a benefit for qualifying Guardsmen and is based on eligibility criteria detailed in Act 471, this regulation, and by the Arkansas Department of Higher Education (ADHE).

1-4. Responsibilities

- a. The Arkansas Department of Higher Education (ADHE) is responsible for:
 - (1) Coordinating with the Arkansas National Guard regarding regulation changes or modifications.
 - (2) Administering receipt and disbursement of funds to the institutions and maintaining fiscal records of the NGTA.
 - (3) Approving or denying applications and submitting results to the Arkansas National Guard Education Services Office (ESO), the institution, and the Guardsman.
- b. The Institution of Higher Education is responsible for:
 - (1) The Institution's NGTA Representative will serve as the liaison between the respective institution, the ESO, and ADHE.
 - (2) Verifying the Guardsman is considered by the institution to be in "Good Standing," is enrolled in a program of study that leads to an undergraduate degree, does not already possess a bachelor's degree, has submitted the Free Application for Federal Student Aid (FAFSA) and the Arkansas YOUniversal Financial Aid Application.
 - (3) Providing to ADHE all hours and dollars used for NGTA at the conclusion of each semester.
 - (4) Informing ADHE if the Guardsman's academic status changes.
- c. The Adjutant General (TAG) is responsible for:
 - (1) Coordinating with the ADHE in promulgating rules for the implementation of the NGTA, including without limitation rules for the eligibility of Guardsmen.
 - (2) Making final decision regarding recoupment of all benefits paid on the Guardsman's behalf for reasons including, but not limited to absence without leave (AWOL), substance abuse violations, or any other serious misconduct (see Paragraph 3-6).
- d. The Arkansas Army National Guard Education Services Office (ESO) is responsible for:
 - (1) Coordinating policy changes with the ADHE.
 - (2) Monitoring and verifying eligibility status of participating Guardsmen for the Arkansas Army National Guard.
 - (3) Maintaining records/database and serving as point-of-contact for verification and discrepancies for institutions and ADHE.
 - (4) Coordinating with ADHE, the institution, and the Guardsman to resolve any Exception to Policy (ETP) requests or grievances.
- e. The Arkansas Air National Guard Representative(s) is responsible for:
 - (1) Working directly with the ESO in executing and administering NGTA for the Air National Guard.

(2) Maintaining records/database and serving as point-of-contact for verification and discrepancies for institutions and ADHE.

f. The Guardsman is responsible for:

(1) Meeting and maintaining eligibility criteria (see Chapter 2) and submitting application to the ESO before the deadline date each semester.

(2) Maintaining eligibility criteria established by the institution in which they are enrolled, the Arkansas National Guard, and ADHE, and otherwise successfully complete the semester and all hours for which the tuition assistance is awarded.

(3) If denied for the NGTA, the Guardsman may request an ETP through the ESO if they feel they have extenuating circumstances which were beyond their control or unavoidable. The ETP must be requested within 60 days of denial.

(4) Remaining in "Good Standing" with the institution in which they attend, as defined by that institution.

Chapter 2 Eligibility

2-1. Eligibility Criteria

a. The NGTA is available to all Guardsmen currently serving in the Arkansas National Guard and considered at the time of application to meet all eligibility criteria.

b. Guardsman must be an Arkansas Resident.

c. Guardsman must have completed Initial Active Duty Training (basic training or credit for a basic course through the Reserve Officers' Training Corps ROTC).

d. Guardsman must not currently hold a bachelor or higher degree.

e. Guardsman must be accepted and enrolled in an undergraduate degree producing program at an Arkansas public institution of higher education.

f. Guardsman must have completed the FAFSA, the Arkansas YOUNiversal Financial Aid Application, and applied for grants and scholarships with the institution in which they are enrolled.

g. Guardsman must be in "Good Standing" with their enrolled institution, as defined by that institution.

2-2. Arkansas Army National Guard Criteria

a. Guardsmen must be considered to be in "Good Standing" at the time of application.

b. The ESO will verify eligibility criteria for all Army Guardsmen.

c. Guardsmen currently under Suspension of Favorable Action for, but not limited to, AWOLs, substance abuse violations, or any other serious misconduct at the time of application are not eligible for the NGTA.

2-3. Arkansas Air National Guard Criteria

a. Guardsmen must be considered to be in "Good Standing" at the time of application.

b. The Air National Guard Representative will verify eligibility criteria for each Air Guardsman through their Unit Commander.

c. Guardsmen currently under Suspension of Favorable Action for, but not limited to, AWOLs, substance abuse violations, or any other serious misconduct at the time of application are not eligible for the NGTA.

Chapter 3 Administration

3-1. Application Process

a. Guardsmen wanting to participate will obtain the application and Statement of Understanding through the Arkansas National Guard Education website.

b. Applications for Army Guardsmen will be routed to the ESO for verification of eligibility as listed in Paragraph 2-2 above.

c. Applications for Air Guardsmen will be routed to the Air National Guard Representative for verification of eligibility as listed in Paragraph 2-3 above.

d. Once verified and approved, applications are submitted to the institutions of higher education.

3-2. Submission Deadlines

- a. Applications must be submitted for each semester in which the Guardsman wishes to receive the NGTA.
- b. The NGTA may be applied for all semester and intersession courses.
- c. Applications may be submitted up to 60 days prior to the start of the course, but must be submitted NO LATER THAN 30 days prior to the start of the course.
- d. Applications received after the deadline date may not be awarded and therefore the Guardsman would be responsible for paying tuition to the institution. An ETP can be requested through the ESO in writing.

3-3. Authorized Uses

- a. The NGTA will only be awarded for programs leading to an undergraduate degree.
- b. Eligible Guardsman may use the NGTA for a maximum of 120 semester credit hours or until completion of a bachelor's degree.
- c. The NGTA will only cover tuition. The Guardsman is responsible for all other costs, such as fees, room and board, textbooks, etc.
- d. The NGTA will not be applied to courses completed in a prior semester.
- e. Guardsmen enrolled in high school and college concurrently are not eligible for the tuition assistance.
- f. The NGTA will not be awarded for programs of study in which the courses are taken exclusively online.

3-4. Continuation of Eligibility

- a. In the event a mobilization or deployment interrupts the enrollment of a Guardsman currently receiving the NGTA the Guardsman will remain eligible for a period of time equal to the semester in which they were enrolled. It is the Guardsman's responsibility to notify the institution, via copies of orders, of mobilization or deployment.
- b. In the event of a non-medical discharge or a medical discharge that is not caused by an illness or injury related to the performance of duties for the Arkansas National Guard, the Guardsman is eligible to receive the NGTA tuition-free benefit from the date of discharge and from the longer of:
 - (1) One (1) semester; or
 - (2) A period of time equal to the length of a mobilization, if any, that interrupted the enrollment of the Guardsman in a state-supported institution of higher education while receiving the tuition-free benefit.
- c. In the event of a medical discharge or medical retirement as a result of illness or injury incurred in the line of duty, as the result of a state or federal activation or a terrorist action as determined by the Governor, the Guardsman is eligible to receive the NGTA from the date of discharge or retirement and either until completion of the degree program in which the Guardsman is enrolled or for five years, whichever comes first.
- d. To maintain eligibility, a Guardsman
 - (1) Shall maintain satisfactory academic progress as determined by the state-supported institution of higher education in which the Guardsman is enrolled; and
 - (2) must not drop more than six (6) semester credit hours during the period in which the Guardsman receives the tuition-free benefit, unless dropping the courses is necessitated by a:
 - Mobilization that interrupts the enrollment of the Guardsman in the state-supported institution of higher education; or
 - Medical reason approved by the Adjutant General.

3-5. Termination

- a. If a Guardsman is dismissed from any institution of higher education for academic or disciplinary reasons, or drops a course after the drop/add date, the Guardsman may be ineligible for the NGTA and may be responsible for paying the institution directly for the semester in which the benefit was received.
- b. If a Guardsman's service in the Arkansas National Guard is terminated, or becomes unsatisfactory, the Guardsman will be ineligible for the NGTA and subject to recoupment for the semester in which the Guardsman became ineligible.

3-6. Recoupment

- a. Recoupment of NGTA is required from Guardsmen for the following reasons:
 - (1) Fraud or misrepresentation of the application.
 - (2) Failure on the part of the Guardsman to complete the semester for which the benefit was awarded.
 - (3) Failure to maintain eligibility status with the Arkansas National Guard for the entire semester in which the NGTA was awarded.

b. Recoupment may be collected by the respective institution in which the Guardsman is enrolled or by the ADHE if funds were already paid on the Guardsman's behalf.

c. The Adjutant General may initiate recoupment of ALL funds paid on a Guardsman's behalf using the NGTA when the Guardsman engages in misconduct or fails to remain a satisfactory participant in active drilling status with the Arkansas National Guard (as defined in Chapter 12 and Chapter 13 of AR 135-178 and AFI 36-3208 and 3209) that governs misconduct. Any funds recouped will be returned to the State of Arkansas.

3-7. Exception to Policy

a. In the event a Guardsman is denied for the NGTA, has benefits terminated, or is ordered to repay benefits pursuant to the provisions of this regulation, the Guardsman may appeal any such action to the ESO, in writing, within 60 days from the date of termination/recoupment or denial. The ESO will coordinate with the institution and the ADHE to resolve the ETP.

b. Exceptions to Policy may be requested by Guardsmen, in writing, to the ESO. In order for the ETP to be considered they must include, at a minimum, the following information:

(1) Name of Guardsman and unit/wing of assignment

(2) Institution of higher education name and location

(3) Semester year/month in question

(4) Reason for request that indicates that the situation was not due to the negligence or fault of the Guardsman and was not within the Guardsman's reasonable control.

3-8. Duplicate Sources of Funding

a. Other sources of funding may be used in addition to the NGTA.

b. Federal and state grants and scholarships awarded to Guardsmen via FAFSA and YOUniversal applications will be applied to tuition before the NGTA is applied.

c. Grants and scholarships awarded by the institution in which the Guardsman is enrolled will be applied toward tuition before NGTA is applied.

d. Guardsmen may, but are not required to, use the NGTA simultaneously with the Montgomery GI Bill (all Chapters) and the Kicker. The NGTA will be applied to tuition before MGIB funds are applied.

e. Guardsmen are not required to use Federal Tuition Assistance with the NGTA.

APPENDIX A
Accredited Institutions of Higher Education

* Current list of institutions of higher education can be found at <http://www.adhe.edu/locations>

APPENDIX B
Definitions/Acronyms

ADHE- Arkansas Department of Higher Education

AWOL- Absent Without Leave

Course of Study- the time during which a student is continuously enrolled in pursuit of a credential.

ESO- Education Services Office

ETP- Exception to Policy

FAFSA- Free Application for Student Aid

Guardsman/Guardsmen- active member of Arkansas Army or Air National Guard

Initial Active Duty Training- completion of basic training or credit for a basic course through the Reserve Officer Training Corps (ROTC)

Institution of Higher Education- any state-supported institution

MGIB- Montgomery GI Bill

NGTA- Arkansas National Guard Tuition Assistance

TAG- The Adjutant General

1 State of Arkansas
2 91st General Assembly
3 Regular Session, 2017

As Engrossed: S2/23/17

A Bill

SENATE BILL 278

4
5 By: Senator Files
6 By: Representative House

For An Act To Be Entitled

9 AN ACT TO PROVIDE TUITION ASSISTANCE FOR SOLDIERS AND
10 AIRMEN OF THE ARKANSAS NATIONAL GUARD; AND FOR OTHER
11 PURPOSES.

Subtitle

12
13
14
15 TO PROVIDE TUITION ASSISTANCE FOR
16 SOLDIERS AND AIRMEN OF THE ARKANSAS
17 NATIONAL GUARD.

18
19
20 BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:

21
22 SECTION 1. DO NOT CODIFY. Legislative findings.

23 The General Assembly finds that:

24 (1) The strength and personnel of the Arkansas National Guard have
25 been reduced to the point where its readiness to carry out national missions,
26 state emergency missions, and other assignments has been compromised and the
27 health and well-being of Arkansas's citizens are potentially endangered;

28 (2) During the 2016 fiscal year, the Arkansas National Guard lost a
29 Cavalry Squadron to Pennsylvania, a Transportation Company to Missouri, and,
30 due to its inability to provide sufficient personnel for them, repurposed
31 National Guard facilities located in Berryville, Blytheville, Brinkley,
32 Crossett, Magnolia, Monticello, Rector, Wynne, and Helena-West Helena;

33 (3) The repurposing of the facilities has resulted in a loss of at
34 least \$33.9 million to the local economies and the inability to attract
35 another large unit to the state in the 2016 fiscal year has resulted in a
36 loss of \$37.2 million to the economy of Arkansas;



1 (4) As of the end the 2016 fiscal year, the Arkansas National Guard
2 was ranked last in strength percentage compared to bordering states and,
3 since 2005, the Arkansas National Guard has lost the most personnel in the
4 seven-state area;

5 (5) More educated soldiers and airmen of the Arkansas National Guard
6 would provide Arkansas an opportunity to attract more business and industry
7 as a result of a more educated workforce;

8 (6) Federal dollars and incentives each soldier and airman is
9 currently qualified to receive cover only a portion of the overall expense of
10 obtaining a college education and fluctuate frequently within any given year;

11 (7) Neighboring states with which the Arkansas National Guard competes
12 for members have enacted policies that provide their soldiers and airmen
13 tuition-free college education by paying tuition-related expenses not met
14 with federal dollars;

15 (8) Currently, education incentives provided by the State of Arkansas
16 are insufficient to compete with neighboring states or to serve as a tool to
17 help produce fully staffed units in the Arkansas National Guard; and

18 (9) Legislation is necessary to enable soldiers and airmen of the
19 Arkansas National Guard to attend state-supported institutions of higher
20 education tuition free, which will place Arkansas on a level playing field
21 with neighboring states and the Arkansas National Guard on track to achieving
22 necessary strength and readiness levels.

23
24 SECTION 2. Arkansas Code Title 6, Chapter 60, Subchapter 2, is amended
25 to add an additional section to read as follows:

26 6-60-214. Tuition benefits for soldiers and airmen of the Arkansas
27 National Guard.

28 (a) A soldier or airman of the Arkansas National Guard may attend a
29 state-supported institution of higher education tuition-free if the soldier
30 or airman:

31 (1) Is an Arkansas resident;

32 (2) Has completed initial active duty training and, except as
33 provided in subsection (f) of this section, is in good standing as an active
34 soldier or airman of the Arkansas National Guard;

35 (3) Has been accepted to and is enrolled in a state-supported
36 institution of higher education as a student in good standing;

1 (4) Completed and submitted to the United States Department of
2 Education a Free Application for Federal Student Aid;

3 (5) Submitted applications for:

4 (A) Federal and state grants and scholarships for which
5 the soldier or airman is eligible; and

6 (B) Grants and scholarships awarded by the state-supported
7 institution of higher education in which the soldier or airman is enrolled;

8 (6) Is enrolled in a program of study leading to an
9 undergraduate degree; and

10 (7) Has not received a bachelor's degree.

11 (b) The tuition-free benefit under this section shall not apply to:

12 (1) High school students concurrently enrolled in a state-
13 supported institution of higher education; or

14 (2) Programs of study in which the courses are taken exclusively
15 online.

16 (c)(1) The tuition-free benefit under this section is available for a
17 maximum of one hundred twenty (120) semester credit hours.

18 (2) Semester credit hours taken in remedial courses shall be
19 included in the maximum number of semester hours under subdivision (c)(1) of
20 this section.

21 (d) To remain eligible to receive the tuition-free benefit under this
22 section, a soldier or airman:

23 (1) Shall maintain satisfactory academic progress as determined
24 by the state-supported institution of higher education in which the soldier
25 or airman is enrolled; and

26 (2) Shall not drop more than six (6) semester credit hours
27 during the period in which the soldier or airman receives the tuition-free
28 benefit under this section unless dropping the courses is necessitated by a:

29 (A) Mobilization that interrupts the enrollment of the
30 soldier or airman in the state-supported institution of higher education; or

31 (B) Medical reason approved by the Adjutant General.

32 (e) The State of Arkansas shall reimburse a state-supported
33 institution of higher education for the remainder of tuition expenses that
34 are not covered by funding sources under subsection (a) of this section for
35 each soldier and airman of the Arkansas National Guard who enrolls in the
36 state-supported institution of higher education under subsection (a) of this

1 section.

2 (f)(1) In the event of a nonmedical discharge or a medical discharge
3 that is not caused by an illness or injury related to the performance of
4 duties for the Arkansas National Guard, the soldier or airman is eligible to
5 receive the tuition-free benefit under this section from the date of
6 discharge and for the longer of:

7 (A) One (1) semester; or

8 (B) A period of time equal to the length of a
9 mobilization, if any, that interrupted the enrollment of the soldier or
10 airman in a state-supported institution of higher education while receiving
11 the tuition-free benefit under this section.

12 (2) In the event of medical discharge or medical retirement as a
13 result of illness or injury incurred in the line of duty as the result of a
14 state or federal activation or a terrorist action as determined by the
15 Governor, the soldier or airman is eligible to receive the tuition benefit
16 under this section beginning from the date of discharge or retirement and
17 either until completion of the degree program in which the member of the
18 Arkansas National Guard is enrolled or for five (5) years, whichever occurs
19 first.

20 (g) Payments for the tuition-free benefit under this section shall be
21 made directly to the state-supported institution of higher education on
22 behalf of and for the benefit of the soldier or airman in a manner
23 established by rule of the Adjutant General.

24 (h)(1) The Adjutant General, in coordination with the Department of
25 Higher Education, shall promulgate rules for the implementation of this
26 section, including without limitation rules for the eligibility of soldiers
27 and airmen.

281 (2) The State Military Department and the Department of
292 Higher Education shall meet regularly to monitor and measure the success of
30 this section, including without limitation to assess graduation rates of the
31 soldiers and airmen under this section.

32

33 SECTION 3. Arkansas Code Title 12, Chapter 62, Subchapter 6 is
34 repealed.

35 ~~Subchapter 6 — Arkansas National Guard Tuition Incentive Program~~
36

1 ~~12-62-601. Legislative findings.~~

2 ~~(a) The General Assembly recognizes that:~~

3 ~~(1) Modern warfare and the corresponding advancements in weapons~~
4 ~~require a higher level of intelligence and skill and, therefore, a better~~
5 ~~educated soldier. Minimum enlistment criteria are increasing with the~~
6 ~~passage of time and the advent of new technology;~~

7 ~~(2) While enlistment incentives have remained the same for~~
8 ~~reserve forces, they have steadily declined or have been eliminated for the~~
9 ~~National Guard;~~

10 ~~(3) States surrounding Arkansas have increased incentives to~~
11 ~~National Guard members, including tuition exemptions and waivers of out-of-~~
12 ~~state tuition for qualified active National Guard members, in part because~~
13 ~~these states have lost National Guard units;~~

14 ~~(4) Because of Arkansas's historically high strength, the state~~
15 ~~has been selected to receive high-priority, high-strength units, with~~
16 ~~strength requirements for critical, high-skill military occupation~~
17 ~~specialties actually increasing;~~

18 ~~(5) The combined effect of these factors has caused assigned~~
19 ~~personnel strength in the Arkansas National Guard to decline steadily since~~
20 ~~early 1994;~~

21 ~~(6) As educational requirements increase, there are fewer~~
22 ~~enlistees who can qualify for critical specialties and as officer~~
23 ~~candidates.~~

24 ~~(b) The General Assembly further recognizes that:~~

25 ~~(1) In the absence of additional incentives, Arkansas's~~
26 ~~potential enlistees will be attracted to active duty, reserve, or National~~
27 ~~Guard units in surrounding states;~~

28 ~~(2) Tuition incentives replace other incentives that have been~~
29 ~~eliminated, while encouraging college-qualified persons to enlist and~~
30 ~~continue their education;~~

31 ~~(3) Such incentives encourage a better-educated population,~~
32 ~~while rewarding bright and responsible young persons for long-term community~~
33 ~~service in the National Guard;~~

34 ~~(4) An incentive that is targeted as a tuition payment has the~~
35 ~~dual benefit of encouraging and assisting the pursuit of postsecondary~~
36 ~~education while making enlistment in the Arkansas National Guard more~~

attractive. The program also brings Arkansas's incentives for enlistment more in parity with surrounding states.

~~12-62-602. Definitions.~~

~~As used in this subchapter:~~

~~(1) "Approved institution" means an Arkansas public or private postsecondary institution that is accredited or has achieved candidacy status from an accrediting agency recognized by the federal Department of Education or is a technical institute or comprehensive lifelong learning center under the supervision of the Department of Career Education;~~

~~(2) "Critical military occupation specialty or Air Force skill code" means a military occupation specialty or skill code that has been designated as critical by the Adjutant General, based upon:~~

~~(A) The mobilization priority of the unit;~~

~~(B) The difficulty of attracting, qualifying, and filling the specialty;~~

~~(C) The ability to maintain acceptable strength levels within the specialty; and~~

~~(D) Such other factors as the Adjutant General may deem appropriate;~~

~~(3)(A) "Eligible service member" means both nonprior service persons and prior service persons who are otherwise qualified to enlist in the Arkansas National Guard and who are enlisting in a critical military occupation specialty or Air Force skill code and who have fifteen (15) years' service or less.~~

~~(B) "Eligible service member" does not include an in-service recruit; and~~

~~(4) "Qualified applicant" means an eligible service member who:~~

~~(A) Has met all requirements for enlistment;~~

~~(B) Has a sufficient score to be rated as Category IIIA or higher based upon scores on standard military tests (score of 50 or higher on the Armed Services Vocational Aptitude Battery or equivalent);~~

~~(C) Meets and continues to meet Good Soldier or Good Airman criteria as set by the Adjutant General; and~~

~~(D) Meets the current scholastic criteria of and is currently enrolled as a full-time student in good standing at an approved~~

1 ~~institution.~~

2
3 ~~12-62-603. Established — Eligibility.~~

4 ~~(a)(1) There is established for qualified applicants an Arkansas~~
5 ~~National Guard Tuition Incentive Program, which shall consist of an annual~~
6 ~~tuition incentive award of up to five thousand dollars (\$5,000) per eligible~~
7 ~~service member, payable at two thousand five hundred dollars (\$2,500) per~~
8 ~~semester for two (2) semesters with payments made directly to the approved~~
9 ~~institution.~~

10 ~~(2) The number of tuition incentive awards shall be limited to~~
11 ~~the fiscal year appropriation for the program.~~

12 ~~(3) Tuition incentive awards must be used at an approved~~
13 ~~institution.~~

14 ~~(4) Tuition incentive awards are available only for payment~~
15 ~~toward undergraduate studies at an approved institution.~~

16 ~~(5) Eligible service members shall complete military training~~
17 ~~and be awarded a military occupation specialty or Air Force skill code~~
18 ~~before payment of a tuition incentive award is made.~~

19 ~~(b) In order to be eligible for a second semester or subsequent~~
20 ~~semester tuition incentive award, an eligible service member shall continue~~
21 ~~as a student in good standing at an approved institution and shall continue~~
22 ~~as a satisfactory participant in the Arkansas National Guard, meeting Good~~
23 ~~Soldier or Good Airman requirements as certified by his or her unit~~
24 ~~commander.~~

25
26 ~~12-62-604. Application process.~~

27 ~~(a)(1) A qualified applicant for the Arkansas National Guard Tuition~~
28 ~~Incentive Program may apply by obtaining an application form from, and~~
29 ~~signed by, his or her unit commander.~~

30 ~~(2) The application shall include as an attachment a~~
31 ~~certification by an appropriate officer of the approved institution,~~
32 ~~verifying that the applicant has been accepted as a full-time student for~~
33 ~~the school year in which the incentive is sought.~~

34 ~~(b)(1) A qualified applicant must obtain an additional certification~~
35 ~~from the approved institution, verifying his or her continued enrollment as~~
36 ~~a full-time student in good standing, in order to receive the second~~

1 ~~semester award.~~

2 ~~(2) Such certification shall be presented to the unit commander~~
3 ~~within thirty (30) days of the beginning of the semester for which an~~
4 ~~incentive is sought.~~

5 ~~(c)(1) It shall be the responsibility of the unit to forward complete~~
6 ~~applications, including recertifications from the approved institutions, to~~
7 ~~the Arkansas National Guard Incentive Officer for processing payment.~~

8 ~~(2) Payment shall be made directly to the approved institution,~~
9 ~~on behalf of and for the benefit of the qualified applicant, in a manner as~~
10 ~~may be established by regulation of the Adjutant General.~~

11
12 ~~12-62-605. Rules.~~

13 ~~(a)(1) The Adjutant General shall establish, implement, and enforce~~
14 ~~such administrative rules as are necessary for implementation of the~~
15 ~~Arkansas National Guard Tuition Incentive Program.~~

16 ~~(2) The rules shall include criteria for selection from among~~
17 ~~applicants in those circumstances in which the number of applicants exceeds~~
18 ~~the fiscal year appropriation for the program.~~

19 ~~(b) In establishing rules relating to academic qualification,~~
20 ~~certification, recertification, and payment, the Adjutant General shall~~
21 ~~obtain the advice of the Department of Higher Education.~~

22
23 *SECTION 4. DO NOT CODIFY. An eligible service member who is enrolled*
24 *in an approved institution that is a private postsecondary institution and*
25 *receiving a tuition incentive under the Arkansas National Guard Tuition*
26 *Incentive Program as of the effective date of this act shall continue to*
27 *receive the tuition incentive under § 12-62-601 et seq., as it existed on*
28 *January 1, 2017.*

29
30 /s/Files

31
32
33 **APPROVED: 03/13/2017**
34
35
36