

## The Military Tuition Assistance Program

The Military Tuition Assistance Program (TA) is available to all Active Duty, National Guard and Reserve Component service members. All four branches and the U.S. Coast Guard offer financial assistance. The Tuition Assistance Program can be used to fund your college tuition and certain fees with the following limits:

- Not to exceed \$250 per semester credit hour
- Not to exceed \$4,500 per fiscal year, Oct. 1 through Sept. 30

Tuition assistance may be used for the following programs at CIU:

- Undergraduate programs
- Graduate programs
- Independent study
- Distance-learning programs

## How to Request Tuition Assistance

The process for requesting Tuition Assistance is a slightly different for each branch of the military, but the basic steps are outlined below. It is important to speak with your Educational Services Officer prior to enrolling at our university.

1. Visit your local Education Office or Education Center or go online to a virtual education center to ensure your eligibility for Tuition Assistance. Additionally, you may go to [Military Tuition Assistance page](#) on the Military OneSource website and follow the link to your service branch to find its application and procedures.

2. Follow instructions for how to request Tuition Assistance for your course(s).

**4.** Ensure the CIU School Certifying Official (SCO) Laura McCall has received your approved TA request(s) for processing (you may submit this directly by email: [laura.mccall@ciu.edu](mailto:laura.mccall@ciu.edu) or Fax: (803) 223-2505. Please note, TA can be processed by the financial aid office after the semester starts, but the initial

Students will be responsible to repay any Tuition Assistance funds for grades that are not deemed successful. The following grades are acceptable:

Undergraduate: C grade or higher

Graduate: B grade or higher (- and + will be treated as just a letter grade).

### **TA Refunds**

If you are approved for more TA than the amount being charged to your account, we will only post enough TA to cover your remaining eligible charges. Tuition Assistance is never refundable to the student.

### **Tuition Assistance and VA Benefits**

Per the 2014 Department of Defense Memorandum of Understanding, federal Tuition Assistance and Veterans Affairs benefits cannot be used to pay for the same course(s). Students using Post-9/11 GI Bill® are the only exception to this policy. These students may use their Veterans Education Benefits to cover the remaining balance for courses not completely covered by Federal Tuition Assistance. In this case, GI Bill® funding can only be used to pay the remaining balance between the amount of funding from Tuition Assistance and 100% of the tuition charged by the university.

### **CIU Policy regarding Tuition Assistance and Military Discount**

Beginning in the Fall of 2021, students receiving Tuition Assistance are also eligible for the CIU military discount. A copy of your most recent service papers or DD-214 showing honorable discharge will be required in order to get the CIU military discount.

### **Contact Information:**

Laura McCall

VA Benefits Coordinator/Online Financial Aid Counselor/SCO

803-807-5049 (office)

803-223-2505 (fax)

[laura.mccall@ciu.edu](mailto:laura.mccall@ciu.edu)