



**Columbus State University Military Enrollment Office
Statement of Understanding for students using Tuition Assistance**

Please read carefully and initial each line. I understand the following:

_____ If I am authorized for Tuition Assistance (TA), I am responsible for any costs associated with my attendance at an educational institution that are not covered by TA.

_____ TA is authorized on a course-by-course basis for classes that support my approved degree plan and must be requested and approved prior to the start date of the term. If not requested and approved by this time I agree to pay the cost of my tuition and fees to Columbus State University.

_____ I will obtain an approved degree plan from my academic institution prior to completing nine (9) semester hours (SHs) overall, or six (6) SHs in a new degree plan.

_____ When combining TA with Veterans Affairs (VA) educational benefits under MGIB Chapter 30 or the Post 9/11 GI Bill, Chapter 33, the combined amount cannot exceed the total cost of the course. The use of funds related to veterans' education benefits to supplement TA received by active duty and Reserve Component personnel is authorized in accordance with applicable VA guidelines.

_____ Army TA can not be used in conjunction with MGIB SR Chapter 1606 or 1607 for eligible Reserve Component Soldiers attending school at least half-time.

_____ When using Federal financial aid, such as Pell Grants, the Army TA will be applied first and the Federal aid will be applied to the remaining balance of financial need.

_____ I understand that TA cannot be authorized for courses that were repeat courses previously taken unless I have reimbursed the Army for the original course.

_____ I will reimburse the Army for any TA received if I withdraw from classes for personal reasons or do not successfully complete a class. Non-successful grades are defined as:

1. Receiving a "D" or a "F" (or equivalent) for undergraduate courses,
2. Receiving a "C", a "D" or a "F" (or equivalent) for graduate courses,
3. Receiving an unresolved incomplete grade after 120 days from the course end date.

_____ All service members should speak with their Educational Services Officer (ESO) or counselor within their military service prior to enrolling at Columbus State University or any institution. Since military funding is limited, it is important for all service members to use all their resources in making any educational decision.

_____ It is highly recommended that you check your MYCSU portal often and read your emails to stay informed about changes to TA and CSU policies.

_____ It is my responsibility to meet with my academic advisor each semester prior to registration. I also understand that I must register my courses in the MYCSU prior to requesting TA.

I AGREE TO THE ABOVE CONDITIONS FOR THE USE OF TUITION ASSISTANCE AS VERIFIED BY MY SIGNATURE BELOW, AND I HAVE RECEIVED A COPY OF THE CSU SOU.

Student Signature: _____ CSU ID# _____ Date: _____

Email the completed form to Military@ColumbusState.edu

INDEX CODE: TASOU