

SUBMISSION DEADLINE: MAY 1, 2018



NAVY-MARINE CORPS RELIEF SOCIETY®

Instructions for Academic Year 2018-2019 Application

Eligibility requirements - Applicants must be one of the following:

- child (under age 23 on May 1, 2018) of an active duty, retired (including retired Reservist drawing military retirement pay) or deceased (died on active duty or after retirement) Sailor or Marine
- spouse of an active duty or retired Sailor or Marine
- MECEP/MECP student

All students must be:

- registered in DEERS (Defense Eligibility Enrollment Reporting System)
- enrolled, and registered, as a full-time student for the entire academic year (Aug-May) and pursuing first undergraduate degree at a post-secondary, technical, or vocational institution that is:
 - Located in the United States
 - Accredited by a regional/national accrediting agency recognized by the U.S. Secretary of Education
 - A participant in the U.S. Department of Education Title IV Financial Aid Programs
- Agree to maintain a cumulative GPA of 2.0 or better on a 4.0 grade scale while receiving NMCRS financial assistance
- DEMONSTRATE FINANCIAL NEED

Program details:

- Interest free loans and grants range from \$500 to \$3,000 per academic year
- NMCRS will determine the amount of each award
- Funds are payable and provided to the student's academic institution, not the student
- Funds are to be used only for tuition, books, fees, room, and board
- Repayment of interest free loans must begin September 1, 2018 by military payroll allotment or EFT and paid within 24 months of the loan disbursement.

Application Process: Students must complete a new application for each academic year

Step 1: Complete and submit pages 3 & 4 of NMCRS 2018-19 application

Read instructions and application process carefully!

Step 2: Submit eligibility verification documents:

- **All applicants must submit copies of the student and sponsors current military ID card (front & back).**
 - (DODI 1000.13 Enclosure 3 Guidelines and Restrictions 2a permits photocopying ID for the purpose "of administering other military related benefits to eligible beneficiaries.")
- If the sponsor is retired must submit a copy of DD214
- If the sponsor is deceased must submit a copy of DD1300 Report of Casualty and a copy of death certificate
- If MECEP/MECP student submit copy of Board Results and transfer orders

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Step 3: Submit official transcript(s): Transcript may be submitted by the institution by email to education@nmcrs.org . Transcripts must have official school stamp –no copies will be accepted.

- If the applicant is a rising college freshman (never attended college), send official high school transcripts through December 2017
- If the applicant is attending a college/university/vocational institution, send official transcripts of all college credit courses thru fall semester 2017
- Must have a cumulative GPA of 2.0 on a 4.0 scale

Step 4: Submit the Student Aid Report (SAR) portion of the FAFSA (Free Application for Federal Student Aid): The SAR provides the Expected Family Contribution (EFC) number used in determining your need for education assistance. **You must resolve any SAR issues before submitting it to NMCRS. For example:**

- Line items marked with “h”
- EFC number has an *
- EFC number is blank
- student’s and sponsor’s income must be on SAR

COMPLETE SAR is required, should be 4 to 5 pages.

Step 5: Do you have the following documents?

- Application (do not send instructions)
- Official transcripts
- Supporting documents
- SAR

You are ready to submit your application!

Do not staple the documents

By mail: must be postmarked no later than May 1, 2018

Navy-Marine Corps Relief Society
ATTN: Education Division
875 N Randolph St Suite 225
Arlington, VA 22203

All communications will be made by email. Please add education@nmcrs.org to your email contacts to prevent our communications from being labeled as spam. You will be notified when:

1. application has been received
2. application is INCOMPLETE OR COMPLETE
3. award/non award by June 30, 2018

By email: application and documents must be emailed no later than May 1, 2018

(Documents must be scanned in a pdf format and emailed to education@nmcrs.org. All pages must be received complete and legible. Incomplete, cut off or illegible documents will not be processed or considered for assistance.)

The Navy-Marine Corps Relief Society does not assume any responsibility for applications or supporting documentation received by email or postmarked after May 1, 2018. This includes items mailed to NMCRS with insufficient postage and subsequently returned to the applicant by the postal service. The Society does not assume any responsibility for emails which are not delivered due to change of email address or is considered spam/junk mail.

All changes to information originally submitted in the NMCRS Application, including changes to email or mailing addresses must be received in writing to education@nmcrs.org.

For additional assistance, contact education@nmcrs.org or call (703) 696-4960. Your email/call will be returned at our earliest convenience.

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Application for Academic Year 2018-2019

This is a FILL-IN format. Do not handwrite any data on this form - other than your signature. If you cannot complete or print this application electronically, contact us at education@nmcrs.org or (703) 696-4960.

All correspondence from NMCRS to the student/service member will be sent via email to the email address listed on the application. The Society does not assume any responsibility for emails which are not delivered due to change of email address or is considered spam/junk mail. **Please add education@nmcrs.org to your email contacts to prevent our communications from being labeled as spam.**

STUDENT INFORMATION

I am a child of (check one):

- An active duty Sailor or Marine
- A retired Sailor or Marine (or retired Reservists receiving military retirement pay from DFAS)
- A deceased Sailor or Marine who died on active duty
- A deceased Sailor or Marine who died after retirement

I am a spouse of (check one):

- An active duty Sailor or Marine
- A retired Sailor or Marine (or retired Reservists receiving military retirement pay from DFAS)

I am an active duty Marine or Sailor enrolled in one of the following commissioning programs:

- Marine Enlisted Commissioning Education Program (MECEP)
- Medical Enlisted Commissioning Program (MECP)

Student Information

Name: _____
(Last, First, Middle Initial)

SSN: _____ Date of Birth: _____

Mailing Address: _____

City, State, Zip: _____

Email: _____ Cell phone #: _____

(For notification of education assistance and all communications from NMCRS)

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I am/will be a full-time student (12 credits or more) enrolled and registered at:

_____ (College/University/Vocational Institution)

IMPORTANT: student award status will be based on the institution listed above; if the named institution is changed it could alter the award status.

Degree seeking: ("undeclared" if unknown): _____

For the 2018-2019 academic year, I will be a: _____ (Freshman, Sophomore, Junior, Senior)

Estimated college graduation date (MM/YY): _____

Student Certification: I am a full-time undergraduate student attending an accredited educational institution in the United States. The information above and documentation attached is complete and correct to the best of my knowledge. I understand that falsification of information or failure to provide the required documentation may result in the revocation of any NMCRS educational assistance (loan or grant) awarded.

Signature: _____ Date: _____

Sponsor INFORMATION:

Name (Last, First, Middle Initial): _____

- Active Duty - Date of EOS/EAS _____
- Retired - Date of Retirement _____
- Deceased - Date of Death _____

SSN: _____ Branch of Service: USN USMC Rank: _____ Pay Grade: _____

Mailing Address: _____
(If service member is deceased, provide surviving parent information)

City/State/Zip: _____

Email: _____ Cell phone #: _____
(For notification of education assistance and all communications from NMCRS)

Sponsor Certification (or surviving parent if deceased):

The student identified on this application is my dependent. The above information is complete and accurate to the best of my knowledge. I understand that falsification of information or failure to provide documentation may result in the revocation of any NMCRS educational assistance (loan or grant) awarded. (If spouse is signing for deployed service member, a copy of the Power of Attorney must be attached.)

Signature: _____ Date: _____

NOTIFICATION OF AWARDS: Award notifications will be made by email to the student and sponsor (or surviving parent) no later than June 30, 2018. The number of awards varies each year based on qualified applicants and education funds available.