



Application Instructions for Tennessee STRONG Act Tuition Reimbursement



In order to receive reimbursement funds, a complete, signed reimbursement request, billing statement and grades must be submitted to the Air or Army mailboxes below

NO LATER THAN 45 DAYS AFTER THE LAST DAY OF CLASS.

*****Check with your post-secondary institutions for any deferment deadlines!*****

Follow detailed instructions below.

TN STRONG Act Tuition Reimbursement Request Form:

Section I - Members Information: Complete in full, blocks 1-16.

Section II- Members Waiver & Certification - Read and initial the statement, sign and date as required. Incomplete/illegible applications will be returned without action!

*****ONLY DOD CAC signatures will be accepted*****

Section III- Enrollment Certification: Take to certifying official at postsecondary institution to complete and verify classes and costs!

Section IV- State TA Manager (STA) Review: Completed by State Tuition Assistance Manager once complete application is submitted to respective branch STA.

TN STRONG Act Tuition Reimbursement Statement of Understanding (SOU):

Applicants must read and comply with all stipulations of the SOU (www.tn.gov/military/programs-benefits/education-incentives/state-ta.html). Your CAC signature on the TN STRONG Act Tuition Reimbursement Request Form is legal acknowledgment for record.

Once application request is complete, email to either Air or Army mailboxes. Document must be sent as a PDF. Use contact information listed below for questions relevant to your branch of service.

Air Contact: MSGT Joseph Wilson - (629) 332-6390
ng.tn.tnarng.mbx.ngtn-state-tuition-assistance-air@army.mil

Army Contact: Mr. Stephen Biase - (629) 332-6197
ng.tn.tnarng.mbx.ngtn-state-tuition-assistance-army@army.mil