NCTAP APPLICATION

Please read **INSTRUCTIONS** below before completing application

1. You are requested to complete all parts of the application **(any unfilled questions will be considered an incomplete application and will result in denial).**
2. Required documents to be included are a current invoice, class schedule and final grades. They **MUST** be attached as a PDF. Failure to submit an entire packet will result in a denial.
3. Read and initial acknowledgment on the back of the application, then sign and date at the bottom.
4. Send your completed application along with all required documents to **ng.nc.ncarng.mbx.nctap@army.mil**

Last Name: **First Name:**   **MI:**

DOB: **Last 4 SSN:**   **First Time Applying:**

Phone number: **Email:**   Yes   No

ETS   Date: **Guard Branch:** Army   Air

Receiving FTA: Yes   No   **Rank:**

Receiving GI Bill: Yes   No

ROTC: Full Scholarship   Housing only   Tuition Only   None

Term: **Graduate Date:**

School:

Degree Type: Undergraduate   Graduate   Certificate

Degree Program:

Student ID:

Course Name(s) & Number(s) (ie: ENG 101):

Course name	Credit Hours	Start Date	End Date

I understand and acknowledge that

I have attached an **itemized invoice (breakdown of tuition and fees), a class schedule (including start and end dates and credit hours) and final grades (from previous semester).** Please label each document as such (Last Name.First Name.file item.pdf or jpg).

Late/incomplete applications, flags or pending adverse action will result in denial of funding.

Funding is based on availability and is a **reimbursement program.** It may not meet the time obligations of your institution. It may be necessary to "front" the money to the school.

I understand that I am obligated to complete two years of service with the North Carolina National Guard past the end date of the courses for which I am requesting funding. Failure to comply will result in a debt and recoupment to the state.

ROTC Cadets who branch outside of the North Carolina National Guard will incur a debt and recoupment back to the State. Therefore, any NCTAP funds adversely used within the last two years will be held accountable, and recouped.

I will need to maintain at least a 2.0 GPA for an undergraduate program and a 3.0 for a graduate program at the end of the semester. Failure to do so will result in a hold of NCTAP funding for the following term. Unsuccessful completion of certification/training program will result in hold of funding for the following term.

I understand that I will only received up to the capped amount of the cost of tuition only (no fees) set by my institution with the exception of NC Promise schools (FSU, ECSU, WCU, UNCP) and Community Colleges which will receive all tuition and fees.

NCTAP only covers schools based physically in North Carolina. If you are unsure if your school qualifies for NCTAP please call our office at (984)-664-6272.

Service Member Signature   **Date**

If under 18 parent/guardian signature   **Date**