

California Military Department  
GI Bill Award Program  
Statement of Understanding for 2021-2022

Print Name (Last, First, MI):

Rank:

The Statement of Understanding highlights the California Education Code Chapter 2 of Part 42 of Division 5 of Title 3, commencing with section 69999.10 pertaining to the application and participation in the California Military Department GI Bill Award Program (CMD GI Bill), formerly the California National Guard Education Assistance Award Program (CNG EAAP). The Statement of Understanding is to ensure that you are aware of critical information that affects your participation in the program should you be selected.

To be completed by the Applicant: (Initial after reading each element.)

I hereby acknowledge, understand, and agree that:

- I understand that modifying any portion of this Statement of Understanding may result in my being barred from participating in the program and prosecution under the Uniform Code of Military Justice.
- I am applying to renew for the California Military Department GI Bill Award Program (CMD GI Bill), formerly the California National Guard Education Assistance Award Program (CNG EAAP) for the 2021-22 academic year (AY). I understand the academic year starts on July 1, 2021, and ends on June 30, 2022. The academic year that a term (semester or quarter) falls under is based on the start date of the term.
- I must complete and submit the 2021-22 AY Initial application, the 2021-22 AY Free Application for Federal Student Aid (FAFSA), this Statement of Understanding (SOU), the Letter of Recommendation form, and the annual Service Commitment Acknowledgement form by the priority application deadline date of April 30, 2021, to be considered as a priority applicant. Applicants who do not complete all 5 steps by the April 30, 2021, deadline can apply as first-come, first-serve applicants by completing the 2021-22 AY Initial Application, the 2021-22 AY Free Application for Federal Student Aid (FAFSA), this Statement of Understanding (SOU), and the annual Service Commitment Acknowledgement form until April 30, 2022, when the application closes for the 2021-22 AY.
- I will remain an active member of the Cal Guard (California National Guard, California State Guard, or California Naval Militia) during the participation period of the CMD GI Bill and I understand that I must serve two (2) years in the Cal Guard upon completion of the last academic period that I use educational assistance under this Program. Failure to serve the 2 years upon completion of the Program will result in recoupment of all funds received. I understand the term "active member" to be my full conformance to the military standards for attendance, personal appearance, weight, discipline, and any other standard established by military regulations and I must meet any other requirement set forth by my component. If I will leave the Cal Guard, I will notify the CMD GI Bill Coordinators in advance.
- My enlistment obligation takes precedence over my academic work. Military duties may require me, temporarily, to interrupt my academic program to serve annual training periods, active duty training exercises, required service school, state active duty, mobilizations, or other active military service. If I cannot maintain the minimum of 3 units per term, I will submit a Record Change Request form for a Leave of Absence for those terms as soon as I know that I will not be able to attend the term or I may be withdrawn.
- I must adhere to all application, program, and institutional deadlines. Failure to do so may result in withdrawal from the CMD GI Bill.
- I agree to use the award to obtain a certificate, degree, or diploma not currently held and that leads to a baccalaureate, graduate, or doctoral degree. I agree to complete my course of study within 10 years of my initial acceptance into the program. I understand that standalone certificates would not meet this requirement.
- I understand that I can utilize the Program to obtain one baccalaureate, graduate, or doctoral degree. List any degrees already obtained including degree level and major. (If you have not previously received a degree, list N/A in the lines below.)  
Degree received: \_\_\_\_\_  
Completion Date (Month/Year): \_\_\_\_\_
- I must enroll in and attend an eligible program at an eligible institution for a minimum of 3 academic units per term to be eligible for the program. Should I miss a term or attend less than 3 units for a term, I will submit a Record Change Request form with the Leave of Absence section completed to remain active in the program or I risk being withdrawn. I can obtain the Record Change Request form by contacting the CMD GI Bill Coordinators at the e-mail address below. I understand that if an eligible institution has more than one school or location that the one I attend must be included in the Institutional Participation Agreement with the California Student Aid Commission and that a separate graduate school may not be eligible. I understand that I can contact the CMD GI Bill Coordinators to confirm eligibility.
- I understand that I start the program with the equivalent of 4 full-time academic years of eligibility (400%) based on a traditional (9-month) school year. Upon receiving an award payment in the CMD GI Bill, my eligibility will decrease incrementally based on

my enrollment status (i.e., quarter time, half-time, three-quarter time, or full-time). As the award is utilized, the percentage will decrease as stated in the schedule below:

- **Semester or Trimester terms:** Full-time: 50%; Three-quarter time: 37.5%; Half-time: 25%; Quarter-time: 12.5%
- **Quarter terms:** Full-time: 33.33%; Three-quarter time: 25%; Half-time: 16.67%; Quarter-time: 8.33%
- I may receive benefits until my 400% of eligibility runs out or I am permanently withdrawn from the program. I understand there are allowances for eligible educational programs that require a 5<sup>th</sup> year of instruction, contingent upon funds being authorized and available. I understand I must check if my program is eligible by contacting the CMD GI Bill Coordinator(s) at the e-mail address listed below.
- I am a resident of California as determined by my institution and I will remain a California resident throughout the participation period of the terms I receive an award for. If I am currently living out of state, it is only because I have been assigned temporary military orders that require me to do so as a California Guard member and I have already obtained California residency.
- I certify all funds received will be used for educationally related expenses.
- I must notify the CMD GI Bill Coordinator(s) about any institution changes or changes in my contact information (phone number, e-mail address, mailing address, or name changes) by submitting the Record Change Request form, which can be obtained by contacting the CMD GI Bill Coordinators at the e-mail address listed below.
- I must maintain at least a 2.0 cumulative grade point average (GPA) at an eligible institution. If I was previously a participant in the Program and received an award payment, I certify that my cumulative GPA was 2.0 or greater for the last term I received a payment. I understand failure to maintain a cumulative GPA of 2.0 or greater will result in permanent withdrawal from the CMD GI Bill.
- I cannot receive funds from both the CMD GI Bill and the Cal Grant program in the same academic year. I understand that receiving the CMD GI Bill may impact any financial-need based awards I am receiving and I may have to choose between the CMD GI Bill and the financial-need based awards.
- My receipt of award payments for the CMD GI Bill is subject to the availability of funds authorized by the approved/adjusted annual State Budget.
- If I am accepted, I understand there is no guaranteed date of when CMD GI Bill funds will be disbursed. My institution may require payment in advance. It is my responsibility to make payment arrangements with my institution.
- I am responsible for reporting educational benefits I receive from the federal GI Bill or any other federal educational benefits program for veterans. I must submit a Record Change Request form to report changes in the benefits that I am receiving. I can obtain the Record Change Request form by contacting the CMD GI Bill Coordinators at the e-mail address listed below. **Failure to properly report money received for GI Bill benefits or other federal educational benefits for veterans may be grounds for denial to participate in the program and prosecution under the Uniform Code of Military Justice.** These benefits include, but are not limited to the following:
  - **GI Bill Benefits:** Ch. 30 – Montgomery GI Bill – Active Duty; Ch. 1606 – Montgomery GI Bill – Selected Reserve; Ch. 33 – Post 9/11 GI Bill (including Yellow Ribbon and the Fry Scholarship)
  - **Other Federal Educational Benefits for Veterans:** Federal Tuition Assistance (including Air Force TA); Ch. 31 – Vocational Rehabilitation & Employment Program; Ch. 32 – Veterans Educational Assistance Program; Ch. 35 – Dependents' Educational Assistance; ROTC Scholarship.
- I understand that, if I am accepted into the CMD GI Bill, the maximum award amount I may receive is calculated based on the institution I selected on my application. If I change from an institution with a lower maximum award amount to an institution with a higher maximum award amount, I will only receive the higher award amount if funds are available.
- If I attend a California Community College, I may be awarded up to the maximum of the Cal Grant B award as adjusted by the annual budget act. If I attend the University of California or the California State University, I may be awarded up to the maximum of the Cal Grant A award as adjusted by the annual budget act. If I attend a non-public institution, I may be awarded up to the maximum of the Cal Grant A award for the University of California as adjusted by the annual budget act.
- I understand that the actual award amount for a term is calculated by taking my Cost of Attendance for the term (as provided by my institution) and subtracting any federal educational benefits received for the term to determine the unmet Cost of Attendance for the term. I can then be awarded the lesser of the unmet Cost of Attendance for the term or the maximum award amount allowed for the term.
- To be eligible for an award for the summer term, I must submit a Summer Term Certification form found on the [Calguard Education Site](#) signed by my unit commander stating that my summer term enrollment will not adversely impact my attendance at mandatory military training. Whether the summer term at the institution I attend is considered to be mandatory or discretionary is determined by how the institution establishes the term in the California Student Aid Commission's Web Grants System. I can contact the CMD GI Bill Coordinators at e-mail address listed below to find out if my summer term is considered mandatory or discretionary. The CMD GI Bill will only pay toward discretionary summer terms if there are enough funds remaining at the end of the academic year after all mandatory terms have been paid.

- It is my responsibility to e-mail the CMD GI Bill Coordinator at the e-mail address listed below to verify that I have completed all of the application steps.
- I understand that failure to reply to the CMD GI Bill Coordinators may result in withdrawal from the Program.
- I certify that I have read the Frequently Asked Questions at [Calguard Education Site](#) in the past 30 days.
- This form must be submitted within 30 days of the signature date of the Unit Commander.

By signing the Statement of Understanding, I declare under penalty of perjury that I understand all obligations, responsibilities, and standards set forth.

Print Name (Last, First, MI):

Last 4 SSN:

Contact E-Mail:

Contact Phone Number:

Signature:

Date:

To be completed by the Unit Commander:

By my signature, I am certifying the individual identified above is an active member in the California National Guard, State Military Reserve, or Naval Militia.

Print Name (Last, First, MI):

Rank:

Unit:

Signature:

Date:

Scan and e-mail completed form (.pdf format only) to [ng.ca.caarng.list.cn6-eap-mailbox-access@mail.mil](mailto:ng.ca.caarng.list.cn6-eap-mailbox-access@mail.mil)