MA National Guard Family Education Program (NGFEP) Transfer Guidance

(The website is under development, some of the text in the website may differ from the guidance)

The MA NGFEP allows the transfer of a MA National Guard service member's unused State Tuition and Fee Waiver (STFW) program credits to the service member's dependents, not to exceed 130 credits in total. Each service member while actively in the MA National Guard and in good standing receives up to 130 credits during their career. If unused, these are the credits that can be transferred and disseminated to a service member's dependents.

Eligibility:

- Service member must have completed 6 years of credible service while assigned to the MA National Guard or a combination of time with other components such as active duty or the reserves
- Service member must be eligible to serve an additional 6 years from the date of extension or reenlistment and remain in good standing as a satisfactory participant in the MA National Guard for the duration of the additional obligated service
- Once a service member reaches 20 years of service, are active and in good standing, there is no additional obligation
- Dependents are those that meet criteria in accordance with the Defense Enrollment Eligibility Reporting System (DEERS)
- Dependents are able to use these benefits up until 10 years after the service member separates or until the dependent reaches the age of 26, whichever date is later

How to transfer credits to a dependent:

Service members and dependents must meet the eligibility criteria.

If you don't already have a STFW account, service members will need to create an account through the STFW website, please use the "MA NG STFW Application Instructions" while creating an account at https://mangtuition.scerisglobalaccess.com.

Massachusetts Army and	d Air Force National Guard Tuition and Fee Reimbursement Program
	Log In Username Password
	SUBMIT Forgot Your Password?
If this is your first visit, you may create a new a If you have forgotten your password, please en If your enail address has changed since you r • Army Guard personnel should contact Edu • Aff Guard personnel • Of the 102nd WX ANS, contact (608) 96 • Of the 104h FW ANS, contact (413) 56 • Of the 104h FW ANS, contact (413) 56	ccount ter your email address below and a new temporary password will be emailed to you. egistered, or you are having trouble logging in after retrieving your password. cation Services (339) 202-3199 or email ng.ma.maarng.mbx.education.ma@mail.mil 8-4077 or via email at tabitha.gendreeu.1@us.af.mil 8-5151 est. 695-1292 or via email to bento.fernandee@us.af.mil
Still have a question? See our Frequently Aske	d Questions.

When "creating a new account," please indicate whether you are the service member, a spouse or a dependent (child).

User	Massachusetts Army and Air Force National Guard Tuition and Fee	e Reimbursement Program
	Contact	^
	Phone Number (SMS capable) Phone Number (Alternate) E Address1 192 Test street Address2	xample: (556)555-5555
	Account	^
	E-Mail Address At. Email Address Elimit Name Last Name Last Name Strift Name SSN 888-68-6868 Birthday Member Credits Available 130 Login MFA Type Email	
	Dependents	^
	Enroll dependents into the National Guard Family Education Program	

Complete the Contact information and SAVE. We recommend using an email that is not a military or school email. We also recommend switching your Login MFA to your cellphone.

Once you create the account you can use the menu on the left to navigate through your Certificates, Miscellaneous and Account Details.

If you are the service member, and want to transfer your credits to your dependents, click on the link at the bottom of the Edit User page where it says "Enroll Dependents into the National Guard Family Education Program." Read the bullets in the website, and "Begin The Application."



Enroll dependents into the National Guard Family Education Program

- Service members must have completed 6 years of credible service while assigned to the MA National Guard or a combination of time with other components such as active duty or the reserves
 Service members must be eligible to serve an additional 6 years from the date of signature and remain in good standing as a satisfactory participant in the MA National Guard for the duration of the additional obligated
- service
 Once a service member reaches 20 years of service, are active and in good standing, there is no additional obligation
- Dependents are those that meet criteria in accordance with the Defense Enrollment Eligibility Reporting System (DEERS)
- Dependents are able to use these benefits up until 10 years after the service member separates or until the dependent reaches the age of 26, whichever date is later
- The Statement of Understanding does not include an Obligation End Date. The Obligation End Date will be added after signature.
- By signing the Statement of Understanding you are agreeing to the additional service obligation from the date of transfer
- The service obligation will be an additional 6 years, or the amount of time up until 20 years of credible service whichever is shorter
 Market and the service whichever is shorter
- If eligible, this program transfers what's left of the military sponsor's MA State Tuition and Fee Waiver available credit balance.
 To begin the transfer, service members will need to submit. A completed and signed Statement of Understanding, a screenshot of their dependents from MilConnect, and a Points Summary document (current NGB 23 for
- Io begin the transfer, service members will need to submit. A completed and signed Statement of Understanding, a screenshol of their dependents from MilConnect, and a Points Summary document (current NGB 23 for Army and PCARS for Air Proce). MilConnect. https://milconnect.thtps://milconnect.t
- By signing the Statement of Understanding you are agreeing to the additional service obligation from the date of transfer
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 The service obligation will be an additional 6 years, or the amount of time up until 20 years of credible service whichever is shorter

BEGIN THE APPLICATION

The next screen is "Manage Dependents."

	Massachusetts Army and Air Force National Guard Tuition and Fee Reimbursement Program	
ľ	Manage Dependents	
	Your transfer is not complete unit you have received a completed and signed Statement of Understanding, with a service obligation end date (# applicable), from your Education Office or Wing Retention Office.	
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	ADD FAMILY MEMBER	
	Click the "ADD FAMILY MEMBER" button above to add a dependent.	
	SAVE AND FINISH LATER	

Here you will add Dependents that have been added to DEERS. Later in the application, you will have to upload a screenshot from MilConnect reflecting those dependents in DEERS before the transfer is approved. You will need their SSNs and Date of Birth. Dependents are spouses and children (enrolled in DEERS).

Below is an example of a screenshot from MilConnect

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From what's remaining of the service members 130 credits, the service member can allocate those credits to the dependents after the dependents are added during this step.

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After you add the Dependents, the next screen will be "Manage Documents."

We require 3 documents completed and uploaded. (Please follow the instructions on the website as they may be different from the images below)

A service member signed Statement of Understanding must be signed and uploaded. Please download the Statement of Understanding (SOU) at https://www.massnationalguard.org/index.php/ resources/education.html. Complete the SOU by completing the top, including the obligation end date depending on your years of service and years of service required, initial on the left, and sign as the bottom. Upload the SOU into the site.

The Education office also needs a copy of your NGB 23 or PCARS documents. This shows credible years of service. Please upload that to the site.

The Education office also needs a copy/screen shot of your dependents in Milconnect. The screen shot needs to show the name and birthdate. The example is on page 3. https://milconnect.dmdc.osd.mil/milconnect/

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Manage Documents	File Name Category NGB 23	
Your transfer is not complete until you have o Service members Statement of Understanding will be Understanding will be presented. Prose allow 1-2 w allows you to CAC sign). The transfer will be "Particle	scelved a comp torsand after s construct after s point the doc	e document here education office ar Wing Releases Office ar Wing Releases Office education will evaluate the attached documents and a Statement of education will evaluate the attached documents and a Statement of the administration signer SSU and are available in the documents
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BACK	SAVE AND FINISH LATER	

After you have added all three documents, SAVE and Finish the Application.

"Finish the Application," by reading and checking all of the boxes, and "Submit Application."

Please allow 2 weeks for processing. You will get a message that your Transfer has been approved when it's approved.

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•g Lunderstand that I and the beneficiary of the beneficiary of the beneficiary table if the student fails or drops courses or the member does not complete the entre commonwert. • The best of my knowledge, this is a sumful claim to transfer educational benefits. Knowingly signing a failse record or failse official statement with intent to describe for material gain is purshable under Massenbard Beneral Law. • Description of the best of my knowledge. This is a sumful claim to transfer educational benefits. Knowingly signing a failse record or failse official statement with intent to describe for material gain is purshable under Massenbard Beneral Law. • Description of the best of my knowledge. The summary statement is the summary statement and the summary statement and the summary statements.		-	I understand transferred benefits may terminated and/or subject to recoupment by the State of Massachusetts if I do not complete the entire service obligation.
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		BACK	SAVE AND FINISH LATER SUBMIT APPLICATION

Contact your component Education Office or Wing Retention office for any questions

ARNG: Education Office 339-202-3199 or email ng.ma.maarng.mbx.education-ma@army.mil ANG: 102IW 508-968-4077 tabitha.gendreau.1@us.af.mil 104FW 413-568-9151 ex.698-1292 bento.fernandes@us.af.mil