

| APPLICATION FOR SD BOARD OF REGENTS ACTIVE DUTY REDUCED TUITION PROGRAM --CURRENT ACTIVE DUTY OR ACTIVE DUTY STATUS MILITARY MEMBERS ONLY-- | | | | | |
|---|-------------|--|---|--|--|
| SECTION I: STUDENT INFORMATION | | | | | |
| Name (Last, First, MI) | | | Student ID# | Date | |
| Mailing Address (Street, City, State, Zip) | | | | | |
| Email | | Course Location – Check all that Apply: BHSU DSU NSU SDSMT SDSU USD Pierre Rapid City Sioux Falls Online | | | |
| Check Term: FALL SPRING SUMMER | | Year | Check Home School: BHSU DSU NSU SDSMT SDSU USD | | |
| -APPLICATIONS MUST BE SUBMITTED TO THE SCHOOL NO LATER THAN THE ADD/DROP DATE OF THE SEMESTER- -THIS APPLICATION IS VALID FOR ONLY ONE SEMESTER, STUDENTS MUST REAPPLY EACH SEMESTER- -REDUCED TUITION WILL APPLY TO UNDERGRADUATE COURSES OFFERED: ON CAMPUS/OFF CAMPUS/CENTERS/ON-LINE- | | | | | |
| Check all Military Benefits that you may be using this semester: Federal Tuition Assistance SDNG 50% TA | | | | | |
| APPLICANT STATEMENT OF UNDERSTANDING | | | | | |
| I HEREBY MAKE APPLICATION FOR REDUCED TUITION. I AM AN ACTIVE DUTY MILITARY SERVICE MEMBER OR A NATIONAL GUARD/RESERVE MEMBER ON ACTIVE DUTY STATUS (CONTINUOUS TITLE 10, Title 5, Title 32 ORDERS) ENROLLED IN ON CAMPUS/OFF CAMPUS/UNIVERSITY CENTER/ONLINE COURSES DURING THE SEMESTER IN WHICH THE REDUCED TUITION BENEFITS ARE REQUESTED. I AUTHORIZE THE RELEASE OF THIS MILITARY INFORMATION TO ALL EDUCATION REPRESENTATIVES AND STATE SCHOOL OFFICIALS TO DETERMINE BENEFIT ELIGIBILITY. | | | | | |
| Student's Signature | | | Rank | Date | |
| SECTION II: VERIFICATION OF MILITARY SERVICE | | | | | |
| Unit Name & Location | | Branch of Service | | Status (Active Duty) (NG/Reserve – Active Duty Status Title 10, 5, 32) | |
| Student must provide a Current Military Document to a UC or a Main Campus Official – See Page 2 | | | | | |
| Document: (Orders / Pay Stub) | | | Name & Signature of UC/Campus Official: | | |
| SECTION III: MAIN CAMPUS VERIFICATION & APPROVAL | | | | | |
| Approved | Disapproved | Student Coded? | School Official Initials | Date | |

Completed Applications should be sent to the appropriate university office below:

BLACK HILLS STATE UNIVERSITY
VETERAN SERVICE OFFICE
 EMAIL: VETERANS@BHSU.EDU
 PHONE: (605) 642-6415 FAX: (605) 642-6095

SOUTH DAKOTA SCHOOL OF MINES & TECH
REGISTRAR'S OFFICE
 EMAIL: VETERANSCERT@SDSMT.EDU
 PHONE: (605) 394-2553 FAX: (605) 394-1268

DAKOTA STATE UNIVERSITY
VETERAN AFFAIRS OFFICE
 EMAIL: VETERAN.ASSISTANT@DSU.EDU
 PHONE: (605) 256-5742 FAX: (605) 256-5020

SOUTH DAKOTA STATE UNIVERSITY
VETERANS AFFAIRS OFFICE - BROWN HALL
 EMAIL: SDSU.VETERANS@SDSTATE.EDU
 PHONE: (605) 688-6478 FAX: (605) 688-4986

NORTHERN STATE UNIVERSITY
REGISTRAR'S OFFICE
 EMAIL: VAOFFICE@NORTHERN.EDU
 PHONE: (605) 626-2545 FAX: (605) 626-2587

UNIVERSITY OF SOUTH DAKOTA
REGISTRAR'S OFFICE
 EMAIL: VETERANS@USD.EDU
 PHONE: (605) 677-8833 FAX: (605) 677-6753

**INSTRUCTIONS FOR COMPLETING THE
APPLICATION FOR SD BOARD OF REGENTS ACTIVE DUTY REDUCED TUITION PROGRAM
--CURRENT ACTIVE DUTY OR ACTIVE DUTY STATUS MILITARY MEMBERS ONLY--**

Reduced tuition will apply to undergraduate courses offered at the following locations:

BHSU-DSU-NSU-SDSMT-SDSU-USD:ON CAMPUS/OFF CAMPUS
UNIVERSITY CENTER- PIERRE & SIOUX FALLS / BLACK HILLS STATE UNIVERSITY- RAPID CITY / ONLINE

SECTION I: STUDENT INFORMATION

- Complete student information including which semester benefits are being applied for and school information.
- Indicate all Military and VA benefits expected to be used during the semester.
- Read and sign the Applicant Statement of Understanding.

SECTION II: VERIFICATION OF MILITARY SERVICE

- Students must complete Unit Name & Location, Branch of Service, and indicate current military status.
- For Verification of Military Service: Students must provide a military document (Pay Stub or Orders) with a current date(s) of military service to a university official at a UC or a Main Campus.
Examples:
 - **Pay Stub** (Leave and Earnings Statement) – see ETS date on top row of form – date must be after academic term start date.
 - **Current Orders** – effective dates of orders must include academic term start date.
- University official should indicate type of document provided and provide name & signature for verification of military service.
- A copy of the document provided by the student to the university official for verification of military service is required to be sent to the student's home university once current military service has been verified.

Student or University Official should submit the completed application to the appropriate university office – See list on Page 1

SECTION III: CAMPUS VERIFICATION & APPROVAL

- Each main campus university office (see list on Page 1) will approve or disapprove applications based on the requirements concerning proof of military service and date of application.
- Verify student enrollment in the semester for which application is being submitted.
 - Verify date of application (no later than the drop/add date of semester for which benefits are being applied for).
 - Verify dated military document was provided (see list in Section II) and signature of University Official.
 - Approve or disapprove application accordingly.

FREQUENTLY ASKED QUESTIONS

- 1. What if I am in SD NG, can I use both tuition reduction benefits?** Students may use only one tuition reduction program per semester. This benefit is for ACTIVE DUTY/ACTIVE DUTY STATUS ONLY.
- 2. How long can I use this benefit?** There is no credit hour limit for this benefit. Students must be a member of the Active Duty Armed Forces or a member of the National Guard/Reserves on Active Duty Status (Title 10, Title 5, Title 32) at least one day of the semester in which you use the benefit.
- 3. Will this application apply to online or courses on a main campus?** This tuition reduction program will apply to undergraduate on campus/off campus/online courses taken at BHSU, DSU, NSU, SDSMT, SDSU, USD and at the SD State Supported University Centers listed above.