

MA TUITION AND FEE WAIVER APPLICATION INSTRUCTIONS

Go to <https://tuition.chs.state.ma.us/login.aspx> to create an account. You will receive an automated email which provides an automatically generated generic password. Log back into the tuition and fee waiver program within 24 hours.

You will be prompted to change your password. We advise to write the password down because if you ever decide to use this system again you will need it, keep in mind you will have to apply for a new certificate every semester.

Once you are in the system you will have to apply by clicking on "my certificates." You will see the drop down list for all of the schools that participate in the program. Click on the drop down list and select the school you are attending. Click on the drop down list for the term you are applying for. You will need to know the number of credit hours you will be using and your Commander's name.

Once you submit the application a representative from the Education Office will review and process. Once the application is processed you will receive an automated email stating if you were approved or denied. Once you are notified via email you will then have to log back into the tuition and fee waiver reimbursement system. Click on the appropriate certificate for the term, print the certificate and bring it to the Veterans Affairs or business office at the school.

Information:

- Only authorized 130 credit hours
- Active Massachusetts Army or Air National Guard at the beginning of each semester
- Shall remain a member in good standing
- All state tuition waivers will be applied prior to the end of ADD/DROP
- The program shall provide full tuition and fee waivers for any state-supported course offered
 - Includes:
 - undergraduate degree program
 - graduate degree program
 - certificate program
 - short-term certificate program
 - noncredit courses *need to contact Education Office
 - Excludes:
 - Any courses in the MD program at the University of Massachusetts Medical Center
 - School of Law - University of Massachusetts Dartmouth
 - Aviation Program at Bridgewater State University - aviation hours
 - Recruit Officer Training Academy
 - Any course that is not state-supported

Feel free to contact the Education Office if you have any questions or concerns at 339-202-3199 or via email ng.ma.maarnng.mbx.education-ma@mail.mil.