Financial Aid
201 E. Greene Street | Milledgeville, Georgia 31061
(800) 342-0413 | (478) 387-4842 | (478)445-1257 Fax

Tuition Assistance/MyCAA Request Form

*This form must be completed each quarter*

Name: ___________________________ SSN/ID#: __________________

1. Please indicate which type of student you plan to be:

   Commuter____   Online____  Cadet____

2. Please indicate the quarter for which you plan to use military tuition assistance (TA) or MyCAA (for spouses):

   Fall 1 ____  Winter ____  Summer ____
   Fall ____  Spring ____

3. Please indicate what branch of the military will pay your tuition assistance:

   Army (Active/Guard/Reserves) ____    Air Force Reserves ____
   Air Force ____   Marines ____   Navy ____
   Coast Guard ____   MyCAA ____  Other (please list) __________

4. If you will receive TA from a branch other than the Army, have you applied through your education office?

   Yes ____  No ____
   *You must submit a copy of your approved TA authorization form.*

5. If you will receive MyCAA, have you applied online at https://aiportal.acc.af.mil/mycaa/?

   Yes ____  No ____
   *You must submit a copy of your approved MYCAA authorization form*

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6. If you will receive TA through the **Army (Active/Guard/Reserves)**, please initial that you understand that you are responsible for the following:

- You must set up your username and password at [www.GoArmyED.com](http://www.GoArmyED.com).
- You must submit an annual Statement of Understanding (SOU) signed by your commander. An Army Education (ACES) Counselor must upload the SOU to GoArmyEd.
- You must have an ACES counselor enter your home college and degree program in GoArmyEd.
- You must fill out the online Common Application via GoArmyEd. This is done when you first apply to attend a new college.
- You must register for your classes each term via GoArmyEd prior to the last day of drop/add for that term.
- You must agree to a quarterly Statement of Understanding which you submit online via GoArmyEd, normally during the class registration process.
- You must have a Student Agreement (SA or SOCAD) uploaded by the home college before you complete 9 quarter hours.

If there are any issues regarding your tuition assistance after you have applied, your financial aid representative or advisor will contact you via phone or e-mail. Please ensure your correct phone number is on file and you check your e-mail account regularly.

Sign: _________________________________ Date: ________________

The GMC Financial Aid Office will use your student email address to contact you on most occasions. You are responsible for checking your GMC student email frequently.