

**Educational Assistance Program (EAP) and Military Family Education Program (MFEP)
Form 1**

NAME: _____ **DODID:** _____ **EAP or MFEP:** _____
Last Name, First Name, MI

**PENNSYLVANIA NATIONAL GUARD – EDUCATIONAL ASSISTANCE PROGRAM (EAP) or
MILITARY FAMILY EDUCATION PROGRAM (MFEP)
STATEMENT OF UNDERSTANDING (SOU)**

For use of this form, see applicable guidance in below authorities

DATA REQUIRED BY THE PRIVACY ACT OF 1974

AUTHORITY: 51 PA Consolidated Statute, Chapter 32; Pennsylvania Military Regulation 621-5

PRINCIPAL PURPOSE: To apply for state tuition assistance benefit as provided by the Educational Assistance Program (EAP) or Military Family Education Program (MFEP)

ROUTINE USED: Confirmation of obligation, participation, requirements and benefit under the Educational Assistance Program (EAP) or Military Family Education Program (MFEP) and as a basis for recoupment if member fails to fulfill service obligation

DISCLOSURE: Disclosure is voluntary; however, if not provided, you will not be eligible for Military Family Education Program

SECTION I – APPLICABILITY

This addendum will be completed by all members who accept an obligation to serve in the Pennsylvania National Guard for six (6) years to receive the MFEP benefit; and have not accepted an obligation under the Educational Assistance Program (EAP) for the same six (6) year period.

SECTION II – INSTRUCTIONS

Members are responsible for reading all the requirements outlined on this form.

**DO NOT SIGN THIS FORM UNTIL ALL OF YOUR QUESTIONS HAVE BEEN ANSWERED AND
YOU FULLY UNDERSTAND THE REQUIREMENTS OF THIS SOU.**

SECTION III – ACKNOWLEDGEMENT

I hereby acknowledge and understand the following EAP and/or MFEP eligibility criteria:

a. I accept an obligation to serve in the Pennsylvania National Guard for a period of six (6) years from this date by signing this FM1 – Statement of Understanding and have not accepted an obligation under any other Pennsylvania State Education Benefits or Incentives for the same six (6) year period.

b. I must be a member in the Pennsylvania National Guard as a satisfactory participant in the Pennsylvania National Guard activities or be a former eligible member that has received an other than dishonorable discharge. *(Note: Until the benefit obligation period has been completed by the eligible member, good standing in the Pennsylvania National Guard will be validated by the State Education and Incentives Division and command prior to approving benefit applications and disbursements. Members not in good standing and/or unsatisfactory participants prior to the start of a semester, course of study, or training program will cause the eligible member (EAP) or the eligible member's MFEP beneficiaries (MFEP) to be ineligible to receive benefits until the member returns to good standing.)*

c. Eligible member must meet eligibility requirements for EAP or MFEP prior to the completion of a semester to receive funding for that semester.

d. **EAP ONLY:** I cannot receive EAP benefits while receiving an ROTC Line Scholarship. Members receiving a Guaranteed Reserve Forces Duty Scholarship or a Dedicated National Guard Scholarship through ROTC may be eligible.

Printed Last Name, First Name, MI

e. **EAP ONLY:** Eligible members who were called or ordered to active Federal service or active State duty under section 508 (relating to active State duty for emergency) after September 11, 2001, the deadline for making grant payments shall be extended for one additional month for each month or part of month of such service after the eligible member is discharged or released under other than dishonorable conditions from the Pennsylvania National Guard.

f. **EAP ONLY:** The deadline for making grant payments for eligible members discharged because of a disability incurred in the line of duty, shall be six (6) years after and must be commenced with a full-time or part-time course of study within two (2) years of the eligible member's medical discharge, unless extended by The Adjutant General when good cause is shown to require additional time for the former member to commence or complete a course of study.

g. **MFEP ONLY:** I must assign the benefit to my eligible family members. *(Note: A family member is defined as a dependent of an eligible member who is enrolled in the Defense Enrollment Eligibility Reporting System (DEERS) or would be eligible to enroll in the DEERS if the eligible member had not been discharged from the Pennsylvania National Guard. An eligible member without a family member is eligible to participate in the program and can change family member(s) assigned to receive the benefit while serving as a member of the Pennsylvania National Guard, as well as after discharge within the guidelines of the program. All assignments remain subject to the original benefit certificate time and credit limitations.)*

h. Eligible member or eligible family member must be enrolled in a degree-granting or certificate-granting curriculum, course of study or training program, refresher, remedial or deficiency course or preparatory or special education training course necessary to enable the individual to pursue an approved program of education on a full-time or part-time basis or its equivalent as determined by the agency, at an approved institution of higher learning.

i. The annual enrollment suspense date is 30 June for the following year's academic semesters (Fall, Spring, Summer) to ensure timely payment to approved institutions of higher learning. Applications shall be processed on a first-come, first-served basis and are subject to funding availability. Eligible members and/or beneficiaries may submit applications after 30 June prior to completion of semester with the understanding that approval is based on availability of funding and may cause delay in disbursement. At no time can benefit applications be processed for previously completed semesters, courses of study or training programs.

j. I understand that education benefits are contingent upon availability of funding and annual approval of the state budget. If the amount appropriated is insufficient in any given year, the grant amount may be reduced or limits set on the number of participants to ensure the sums expended do not exceed the appropriation.

k. I must extend my service obligation if assigned to the ING (Inactive National Guard) for the amount of time assigned to the ING in order to fulfill my six (6) year service obligation in the Pennsylvania National Guard to receive EAP or MFEP benefits; and I am not eligible for EAP or MFEP benefits while serving in the ING.

l. Any verbal representations by any personnel that differ from those contained in this addendum are unauthorized and unenforceable.

SECTION IV – BENEFIT

If my application is approved, my benefit will be as follows:

1. EAP or MFEP grant can be used for a degree-granting or certificate-granting curriculum, course of study or training program, refresher, remedial or deficiency course or preparatory or special education training course necessary to enable the individual to pursue an approved program of education on a full-time or part-time basis or its equivalent as determined by the agency, at an approved institution of higher learning.
2. **MFEP ONLY:** An eligible member or former member may assign a portion of the entire benefit or the entire benefit by the number of credit hours per semester or its equivalent, as determined by the agency, to one or more eligible family members.
3. The benefit includes payment of in-state tuition rate, including technology fee, established annually by the Board of Governors of the State System of Higher Education (PASSHE).
4. At no time may a State System of Higher Education Institution (PASSHE School) charge an eligible member more than the in-state rate. Eligible members attending a State System of Higher Education Institution (PASSHE School) shall not be charged additional tuition above the annual tuition rate.
5. Full-Time Grant. Grants awarded to full-time students (equal to or greater than twelve [12] credit hours per semester or its equivalent) shall be determined by the agency without regard to financial need and shall not exceed for each academic year **the lesser of:**
 - a. The tuition rate of the approved institution of higher learning for the number of credit hours per semester or its equivalent for the approved program of education in which the student is enrolled; or
 - b. The annual tuition rate charged by a State System of Higher Education Institution for the academic year.
6. Part-Time Grant. Grants awarded to part-time students (less than twelve [12] credit hours per semester or their equivalent), who may or may not possess a baccalaureate degree, shall be determined by the agency without regard to financial need and shall not exceed for each academic year or period **the lesser of:**
 - a. The tuition charged by the approved institution of higher learning for the number of credit hours per semester or its equivalent for the approved program of education in which the eligible member is enrolled; or
 - b. The annual tuition rate charged by a State System of Higher Education institution for the number of credit hours per semester or its equivalent in which the eligible member is enrolled for the same academic year or period.
7. The agency shall not reduce the amount of other agency grants or aid for which the eligible member qualifies on account of the eligible member's eligibility for or receipt of an EAP or MFEP grant. An eligible member or beneficiary can use the grant in conjunction with other tuition and education benefits as the other programs allow.
8. No eligible member or beneficiary shall be eligible for full-time or part-time educational assistance grants, or a combination thereof, for a total of more than five (5) academic years or their equivalent (120 credits) as determined by the agency, per each earned education benefits certificate.
9. At no time will EAP or MFEP benefits fund previously completed semesters.
10. **MFEP ONLY:** An eligible member's MFEP benefit could be considered marital property under Pa.C.S.A. § 3501(a) if acquired during the marriage.

SECTION V – OBLIGATION

I will be a member in good standing and a satisfactory participant in order to be eligible to receive the EAP or MFEP benefit during my obligated term of service in the Pennsylvania National Guard, as prescribed by Pennsylvania National Guard Military Regulation 621-5 as amended by Act 32 of 2025 (HB 865). I understand that I am required to repay all or part of any education grants, plus interest, collection costs and legal/attorney's fees, in the event I fail to fulfill my six (6) year service obligation in the Pennsylvania National Guard.

SECTION VI – SUSPENSION AND TERMINATION OF BENEFITS

I have read and understand that my benefit will be suspended or terminated under any of the following conditions IAW PMR 621-5:

SUSPENSION.

1. EAP or MFEP benefits will be suspended if the member is not in good standing or is an unsatisfactory participant during this certificate's six (6) year obligation. *(Note: An eligible grant recipient may receive the benefit if the eligible member completes their six (6) year service obligation and subsequently becomes not in good standing or an unsatisfactory participant or in regard to MFEP if the member is later discharged.)*
2. I am not eligible for EAP or MFEP benefits while serving in the ING (Inactive National Guard) during this certificate's six (6) year obligation.

TERMINATION.

If I am discharged, separated or transferred from the Pennsylvania National Guard and fail to complete this certificate's six (6) year obligation, my education benefits will be terminated. *(Note: An eligible grant recipient may receive the benefit if the eligible member served honorably during the six (6) year obligation for this benefit certificate and the eligible member was later discharged with an Other Than Honorable characterization for separation.)*

SECTION VII – RECOUPMENT

If I fail to complete the six (6) year EAP or MFEP service obligation or to meet other requirements established by The Adjutant General, I will be liable to the Commonwealth for repayment of all or part of any EAP or MFEP grant payments made. Forgiveness of recoupment of all or part of grant may be authorized if the failure to fulfill the six (6) year obligation was a result of one of the following: death, discharge because of a medical determination that is not due to the eligible member's misconduct, discharge at the convenience of the department or the Pennsylvania National Guard or the existence of other compelling circumstances that warrant forgiveness.

SECTION VIII – UNDERSTANDING

I have read and understand each of the sections above and have had my questions answered satisfactorily. I understand the statements above are intended to constitute all promises and agreements, whatsoever, concerning either the EAP or MFEP benefit.

STATE EDUCATION BENEFIT CHOICE: EAP or MFEP

Printed Last Name, First Name, MI

Rank

Member Social Security Number

Member Signature (with CAC)

Save signed document: (LAST NAME_ FIRST NAME "EAP" or "MFEP" FM1) e-mail file to:

EAP: ra-mveap@pa.gov OR MFEP: ra-mvmfep@pa.gov.