



# National Guard Chapter Education Program



## Objective

The objectives of the ASMC National Guard Chapter Education Program are to recognize Chapter Members and their dependents for academic achievement and to provide financial assistance to them in order that they may accomplish their future financial management baccalaureate educational goals through a college, university or a vocational school. The Chapter will also assist Chapter Members in their pursuit of becoming a Certified Defense Financial Manager or a Certified Public Accountant.

## Award Criteria/Submission Requirements

1. Dependent applicants must be an outstanding graduating high school senior or any dependent currently enrolled in college. Dependents pursuing Graduate classes are not eligible. The Dependent applicants sponsor must be a member of the Chapter for a minimum of 24 months.
2. Dependent applicants must be entering a field of study directly related to financial/resource management (business administration, economics, public administration, computer science, operations research related to financial management, accounting, and finance). Chapter member applicants must be in good standing, have been a member of the Chapter for a minimum of 24 months and pursuing a degree to further their education.
3. Applications must be submitted on the official ASMC National Guard Chapter Education Form. Applicants requesting reimbursement of the Certified Defense Financial Manager certification or the Certified Public Accountant exam must provide a memo requesting reimbursement and proof of payment.

4. Dependent applicants must have two letters of recommendation from (1) a high school principal, academic dean, or guidance counselor and (2) a high school teacher. Dependent applications should include a copy of their college acceptance letter, if possible.

## Award Selection Procedures

Applicant's scholastic achievements, leadership ability, extracurricular activities, career and academic goals and financial need will be considered and must be documented in letters of recommendation and summarized on the ASMC National Guard Education Form. A selection panel, chaired by the ASMC National Guard Chapter Education Chair, will review all applications received and make final recommendations to the Chapter Executive Committee, who will approve the final award winners. Applicants will be notified in March if their application has been selected as a winner. All notifications will be done by mail; and announced at the annual National Guard-Professional Development Institute (NG-PDI).

## Recognition

ASMC National Guard Chapter will award a **minimum** of two dependent scholarships: one for \$1,500 and one for \$1,000. Recipients of these scholarships will be forwarded to the National Chapter where they will then be eligible for additional scholarship awards. The ASMC National Guard Chapter will also award the Robert E. Ruder Continuing Education Grant for \$1,000 and the Steve Emmons Continuing Education Grant for \$500. These grants will be awarded to the first and second place chapter member applications. Notification of college or vocational school enrollment will be required before disbursement of the education check(s) to the successful

recipient(s). In addition, the Chapter will annually award \$1,500 for the reimbursement of exam fees for its members in their pursuit of Certified Defense Financial Manager Certification or the Certified Public Accountant exams. CDFM fees should be presented to the members HRO in the case of Federal Technicians/AGR for their approval prior to submission to the Chapter. The Chapter will then reimburse for those who have been denied payment. Reimbursement will be awarded based on a first come, first serve basis and will be based on the fiscal year. The award presentations and names of recipients will be publicized at chapter meetings, in newsletters, and on the Chapter's web Site.

## **Deadline**

The Education Chair must receive applications not later than 5 January to be considered by the selection panel. If 5 January falls on a weekend the deadline will be the next business day. No exceptions to this deadline will be allowed. Any applications received incomplete or after this date will not be considered for selection. Fax, mail or scanned documents acceptable

## **For More Information**

ASMC National Guard Chapter  
Continuing Education Committee  
Carl Jackson  
678-569-6282 or  
Email: [carl.jackson@ga.ngb.army.mil](mailto:carl.jackson@ga.ngb.army.mil)

## **Send Submissions to:**

United States Property and Fiscal Officer for  
Georgia  
Resource Management Division  
ATTN: CW3 Carl Jackson  
Post Office Box 17882  
Atlanta, Georgia 30316-0882



# National Guard Chapter Education Program Application Form



Name: \_\_\_\_\_  
RANK/GRADE FIRST M.I. LAST

Signature

Address: (Include Zip Code or APO/FPO #, no sub-chapters)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_  
AREA CODE COMMERCIAL AREA CODE COMMERCIAL

Chapter Member Name: \_\_\_\_\_  
FIRST M.I. LAST

Email Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_  
AREA CODE COMMERCIAL AREA CODE COMMERCIAL

### Applicant (Student) Data

Anticipated School Choices:  
1st Choice: \_\_\_\_\_ 2nd Choice: \_\_\_\_\_

Anticipated Field of Study: \_\_\_\_\_  
(Major)

Scholastic Achievements:  
Grade Point \_\_\_\_\_ of Maximum \_\_\_\_\_ Class Standing \_\_\_\_\_ of \_\_\_\_\_

ACT/SAT Test Scores (You need only one, but you may include both.)

<u>SAT</u>		<u>ACT</u>	
English	_____	English	_____
Math	_____	Math	_____
Composite	_____	Reading	_____
		Science reasoning	_____
		Composite	_____

*This is the only form that may be utilized to submit an application.  
One continuation page allowed for each section below.*

Leadership Ability/Extracurricular Activities:

Provide an essay of 250 words or less. Essay must address Career/Academic Goals and Financial Need. What do you want to accomplish? What circumstances prompt the need for financial support?