

TEXAS HIGHER EDUCATION COORDINATING BOARD

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Members, Texas Senate

Members, Texas House of Representatives

FROM: DeChá Reid

Senior Director, Financial Aid Services

DATE: August 6, 2021

SUBJECT: Reminder: Texas Armed Services Scholarship Program

As a reminder, the deadline to make nominations for the Texas Armed Services Scholarship Program (TASSP) is **August 31, 2021**. You are receiving this correspondence because you have not submitted a nominee.

The 81st Texas Legislature created the TASSP to encourage students to participate in Reserve Officers' Training Corps (ROTC) programs at Texas institutions of higher education. The program also encourages students to become members of the Texas Army National Guard, the Texas Air Force National Guard, or commissioned officers in any branch of the armed services of the United States.

Each year, the governor and the lieutenant governor may each appoint two students, and each state senator and state representative may appoint one student to receive a TASSP scholarship. You may nominate a student that will be enrolled in a Texas institution of higher education during the fall 2021/spring 2022 academic year and meets the requirements outlined in the attached overview. The scholarship amount is estimated at a maximum of \$10,000 but is subject to change based on available funding and will vary by student. If the student does not meet the conditions outlined in the agreement, a student will be required to repay the award amount. You or your designee may make a formal nomination here by requesting a CB ID.

Please contact the External Relations Department at (512) 427-6111 or email at er@highered.texas.gov if you have any questions. Thank you for your commitment to the students of Texas and for your continued support to strengthen higher education.

Attachment

OVERVIEW: TEXAS ARMED SERVICES SCHOLARSHIP PROGRAM

The Texas Legislature created the *Texas Armed Services Scholarship Program* (TASSP) to encourage students to participate in Reserve Officers' Training Corps (ROTC) programs at civilian colleges. A student must meet specific eligibility criteria to receive an initial scholarship award. In addition to the eligibility criteria, a student must enter into an agreement requiring a four-year commitment as a member of the Texas Army National Guard, Texas Air National Guard, Texas State Guard, U.S. Coast Guard, U.S. Merchant Marine, or a commissioned officer in any branch of the armed services of the United States. Annually, the governor and the lieutenant governor may each appoint two students, and each state senator and state representative may appoint one student to receive a conditional TASSP. A maximum of 185 students may be appointed annually.

ELIGIBILITY FOR NOMINATION

In order to be considered for a TASSP award, **a student enrolling in higher education directly from high school** must meet **two** of the following **four** academic criteria at the time of application:

- Be on track to graduate, or has graduated high school and complete the curriculum requirements of the Distinguished Level of Achievement Plan, or the International Baccalaureate Program (IB);
- ✓ Have a high school GPA of 3.0 or higher on a 4.0 scale;
- ✓ Achieve a college readiness score on the SAT (1070) or ACT (23);
- ✓ Be ranked in the top one-third of the prospective high school graduating class.

A **non-freshman student** applying for an initial award must meet the continuing eligibility requirements outlined below that also apply for continuing receipt of the award.

ELIGIBILITY FOR RECEIPT OF INITIAL AWARD

To receive an initial conditional award through the TASSP, a selected student must:

- ✓ Be enrolled in a Texas public or private accredited institution of higher education;
- ✓ Be a member in good standing of a ROTC program while enrolled in the institution, as certified by the institution;
- Enter into a written agreement with the Coordinating Board agreeing to:
 - Complete four years of ROTC training;
 - Graduate no later than six years after the date the student first enrolls at an institution of higher education;
 - After graduation, enter into and provide the Coordinating Board with verification of:
 - (i) A four-year commitment to be a member of the Texas Army National Guard, Texas Air National Guard, Texas State Guard, U.S. Coast Guard, U.S. Merchant Marine; or

Students must be enrolled in a college or university in the fall 2021/spring 2022 academic year in order to be nominated for a TASSP award during the current nomination cycle.

- (ii) A contract to serve as a commissioned officer in any branch of the armed services of the United States;
- Meet all prescreening requirements of the Texas Army National Guard, Texas Air National Guard, Texas State Guard, U.S. Coast Guard, U.S. Merchant Marine or the branch of the armed services with which the student enters into a contract; and
- Repay the award if the student fails to meet all requirements:
 - (i) Complete four years of ROTC training;
 - (ii) Graduate within the six years after the date the student first enrolls at the institution of higher education;
 - (iii) Enter into a contract and fulfill the agreement with the armed services.

ELIGIBILITY FOR CONTINUED AWARDS (AS FUNDS ARE AVAILABLE)

Dependent on funding availability, a student may continue to receive an annual conditional TASSP if the student:

- ✓ Maintains satisfactory academic progress as determined by the Coordinating Board;
- Continues to be a member of a ROTC program; and
- ✓ Has not earned a baccalaureate degree or a cumulative total of 150 credit hours, including transferred hours.

FREQUENTLY ASKED QUESTIONS

How much will each selected student receive through TASSP?

The TASSP award amount for the 2021-2022 academic year is estimated at a maximum of \$10,000 but is subject to change based on available funding. In no case will the award exceed the student's cost of attendance less the total amount to be paid to the student for being under contract with one of the branches of the armed service so United States and other financial assistance. A student may continue to receive a TASSP if the student meets continuing eligibility requirements and has not earned a baccalaureate degree or a cumulative total of 150 credit hours, including transferred hours. TASSP rules allow students to receive a scholarship for up to four of the six years allowed for graduation.

Can non-freshman students be nominated for an initial TASSP?

Yes. Students already enrolled at an institution of higher education may be nominated for a TASSP. Students must still complete four years of ROTC training or the equivalent of four years of ROTC training if the institution awards ROTC credit for prior service in any branch of the U.S. Armed Services or the Texas Army National Guard, Texas Air National Guard, Texas State Guard, United States Coast Guard, United States Merchant Marine, or another undergraduate officer commissioning program.

What is the deadline for legislators to submit to the Coordinating Board their student selection?

The Coordinating Board respectfully requests that legislators <u>make a TASSP appointment by Aug. 31, 2021</u> for the 2021-2022 academic year. Formal appointments must be made by the legislator or legislator's designee through an online process approved by the Texas Higher Education Coordinating Board at https://www1.thecb.state.tx.us/apps/tassp/.

What is the student deadline to complete their school-initiated TASSP application <u>after being appointed by a legislator?</u>

Students must complete their TASSP online applications by Oct. 15, 2021.

How may interested students get more information to be considered for a TASSP?

Interested students may contact a legislator for more information. Each legislator may set up additional requirements for their selection process and may use any application process the legislator wishes to use to seek student nominations. To be considered for a scholarship, a student may contact the Office of the Governor, Office of the Lt. Governor, Office of the Speaker of the House of Representatives, a Texas State Senator, or a Texas State Representative. Students may locate a legislator by visiting this link and typing in their home address under Who Represents Me?: capitol.texas.gov.

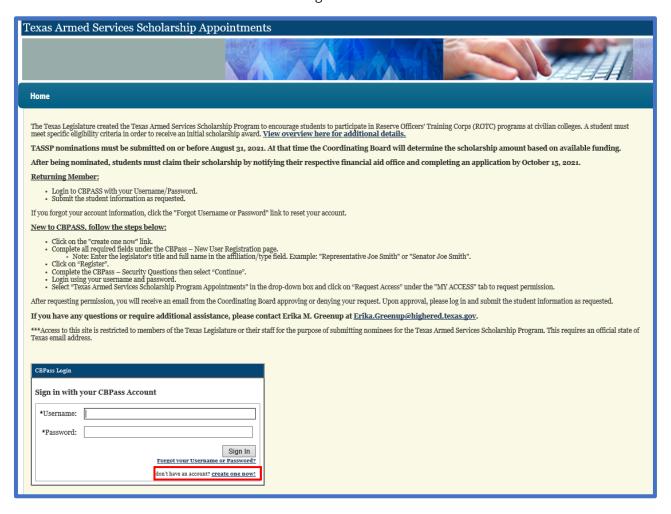
New User Registration Guide

To nominate a constituent for the Texas Armed Services Scholarship Program (TASSP), each eligible elected official (or designee) must create an account through the Texas Higher Education Coordinating Board's online portal, <u>CBPass</u>. Once the account is created, the official will request access to the TASSP application form to submit an eligible candidate.

Below are the steps to assist with the nomination process:

Step 1: Access CBPass Portal

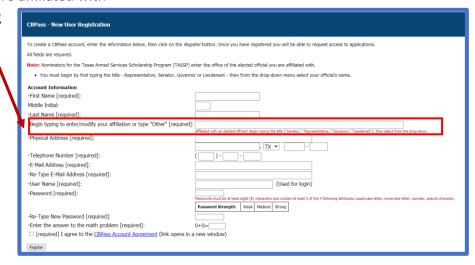
- To access CBPass, navigate to the following website: https://www1.thecb.state.tx.us/apps/tassp/
- Click "create one now!" link under the Sign In button to initiate a new account.



New User Registration Guide

Step 2: Complete New User Registration

- Enter your first name and last name
- Enter the elected official you are affiliated with
 - ❖ ALERT- Begin by typing the elected official's title (Example: Representative, Senator, Governor or Lieutenant Governor)
 - From the drop-down menu, select the official's name
 - **Do not enter "Other" **
- Enter your physical address and telephone number
- Enter your email address twice
 - ❖ Note: the email address must be an official state of Texas email address
- Create a username
 - Note: your username must be at least 8 characters
- Create a password (enter twice)
 - ♦ Note: your password must be at least eight (8) characters and contain at least 3 of the 4 following attributes: uppercase letter, lowercase letter, number, special character
- Enter the answer to the math problem
- Select that you agree to the CBPass Account Agreement
- Click "Register"

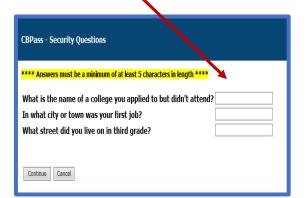


New User Registration Guide

Step 3: Create Security Questions

Next you will create your CBPass security questions used for password reset and personal identification purpose:

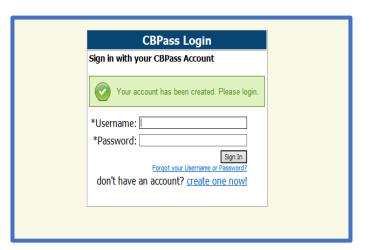
- Choose 3 security questions from the list
- Click the **Continue** button
- On the next page you will enter the answer to your 3 security questions and click the Continue button.



CBPass - Security Questions
Please select 3 of the security questions below to be used for password reset and personal identification purposes:
Select
☐ What street did you live on in third grade?
☐ What was your childhood phone number including area code? (e.g. 000-000-0000)
☐ What was your childhood nickname?
☐ What was the last name of your third grade teacher?
☐ What was the name of your first stuffed animal?
☐ What is the name of a college you applied to but didn't attend?
☐ In what city or town was your first job?
☐ Where were you when you had your first kiss?
☐ What is the name of the place your wedding reception was held?
☐ What is your oldest cousin's first and last name?
Continue Generate a new list of questions

Note: The system will log you out once your account is established.

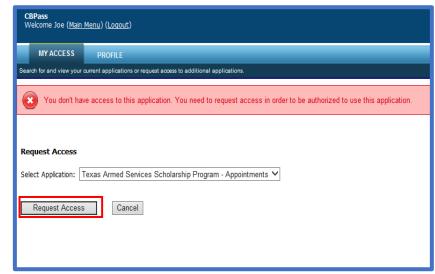
You will see the message in green, "Your account has been created. Please login."

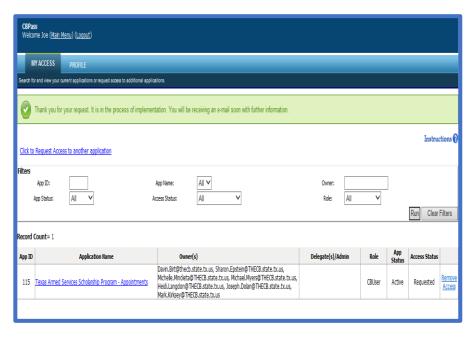


New User Registration Guide

Step 4: Requesting Access to the TASSP Portal:

- Log into the CBPass portal
- Click on "My Access"
- A red alert message will be displayed, "You don't have access to this application. You need to request access in order to be authorized to use this application."
- Choose "Texas Armed Service Scholarship Program – Appointments" in the Select Application drop-down box
- Click on the **Request Access** button





- Next you will see a message in green, "Thank you for your request. It is in the process of implementation. You will be receiving an email soon with further information."
- Once your request is received and processed, an automated e-mail will be sent with next steps

New User Registration Guide

Step 5: Nominating a Candidate

- Log into the CBPass/TASSP portal
- Enter the nominee's information
- Click "Finalize" to submit the nomination

Note: You have the option to **SAVE FOR LATER** if the nomination is pending.



Institutional TASSP Process Post-Nomination:

- Once the nomination is finalized, the nominee will be sent an "Notice of Selection" e-mail which provides their approval for the TASSP and next steps.
- The nominee must forward the email to their college/university's financial aid office.
- The financial aid office will create an application for the nominee to complete on the THECB online **HelmNet Portal**.
- Once the application process has been completed by the nominee, funds will be sent directly to the school to be applied to their student account.

