



Military Department of Mississippi

Mississippi National Guard

State Education Assistance Program (SEAP)

Frequently Asked Questions (FAQ's)



Introduction

The Mississippi Army National Guard (MSNG) Education Services Office strives to provide first-class customer service and essential administrative support to ensure Service Members (SMs) have access and opportunities for full utilization of military education benefits in the pursuit of continued personal, professional, vocational, career, and/or higher education goals that strengthen readiness / resiliency and improve the quality of life for SMs and their families.

SEAP is a general scholarship for MSNG SMs attending accredited institutions of higher learning within the State of Mississippi for Undergraduate Studies and Career and Technical training. This program is up to an undergraduate degree. Once a SM achieves an undergraduate degree, utilizes \$45,000, or has reached ten (10) years from initial SEAP usage date, SEAP can no longer be utilized. All funds are subject to availability of the appropriations from the State Legislature.

This guide is help students and educational establishments to navigate the SEAP website for SEAP applications. The website is designed for students to efficiently communicate with the administration staff at the State Education Assistance Program for the Mississippi National Guard.


Website Address: www.MSNGSEAP.education

If you cannot use a computer to submit an application for SEAP you can submit your application using forms MSARNGR 600-1 or MSARNGR 35-4.


Email completed forms to msarng.mbx.education-office@army.mil Call 601-313-6300 if you have any questions. You can also stop by our office at 1410 Riverside Drive, Jackson, MS 39202

Step 1 - Agreement


Each time you access the SEAP website you are asked to agree to all the terms and conditions related to using the service. Only by accepting these will you be able to gain access to the rest of the site.



Military Department of Mississippi
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State Education Assistance Program (SEAP)



You are accessing a United States Government (USG) Information System (IS) that is provided for USG-authorized use only. By using this IS (which includes any device attached to this IS), you consent to the following conditions:

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[I AGREE TO THE TERMS OF THE USER AGREEMENT](#)

Step 2 - SEAP Navigation

After accepting the SEAP agreement you are taken to this page which gives you a basic overview of the department and buttons to access different options.



Military Department of Mississippi
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State Education Assistance Program (SEAP)

[REGISTER](#) [LOGIN / ENTER SITE](#) [FAQ's](#) [ELIGIBILITY & WHAT YOU GET](#) [CONTACT SEAP](#)

Education Services Office Mission Statement:

The Mississippi Army National Guard (MSNG) Education Services Office strives to provide first-class customer service and essential administrative support to ensure Service Members (SMs) have access and opportunities for full utilization of military education benefits in the pursuit of continued personal, professional, vocational, career, and/or higher education goals that strengthen readiness / resiliency and improve the quality of life for SMs and their families.



SEAP Overview:

SEAP is a general scholarship for MSNG SMs attending accredited institutions of higher learning within the State of Mississippi for Undergraduate Studies and Career and Technical training. This program is up to an undergraduate degree. Once a SM achieves an undergraduate degree, utilizes \$45,000, or has reached ten (10) years from initial SEAP usage date, SEAP can no longer be utilized. All funds are subject to availability of the appropriations from the State Legislature.

 Mississippi National Guard Education and Incentives Office  @msng_education  @msng_education

Step 2 - SEAP Navigation *cont.*

Navigation Options:

1. REGISTER - this button will take you to a screen to register as a student or educational establishment.
2. LOGIN/ENTER SITE - this button will take you to a screen to login. If are not registered, you will not be able to login. If you are not currently logged in you will be prompted to do so. If you are logged in you will be taken to your account.
3. FAQ's - access to these FAQ's and Instructions.
4. ELIGIBILITY & WHAT YOU GET - access to information about SEAP and if you are eligible to apply.
5. CONTACT SEAP - contact information and interactive form if you have any questions about the program.

REGISTER

LOGIN / ENTER SITE

FAQ's

ELIGIBILITY & WHAT YOU GET

CONTACT SEAP

Step 3 - Registration

Register as a Student

1. REGISTER AS A STUDENT - opens a popup window with a registration form.
2. All fields are required. These include, Username, First Name, Last Name, Email address, Password with Confirmation, Date of Birth, SSN, Sex, Date of Enlistment. Account type is automatically entered for you. Once you have entered all information click on the REGISTER button.
3. Passwords have to have at least one lowercase letter, one uppercase letter and a number.
4. You will automatically be taken to the My Documents page, where you need to upload your transcripts and Mississippi voting card. All new registrations HAVE to load their transcript and voting card. (Instructions in Step 6)
5. REGISTER AS AN EDUCATIONAL ESTABLISHMENT - opens a popup window with a registration form.
6. All fields are required. These include, Username, School Name, First Name, Last Name, Email address, AND Password with Confirmation. Account type is automatically entered for you. Once you have entered all information click on the REGISTER button.
7. You will automatically be taken to the School Portal.
8. FAQ's - access to these FAQ's and Instructions.
9. ELIGIBILITY CRITERIA & WHAT YOU GET - Takes you to a page to view criteria you have to meet as a student and what SEAP offers students.
10. SCHOOLS & COLLEGES - Takes you to a page with information about current schools and colleges available as part of the SEAP program.

Step 4 - Student Portal

Navigation Options:

1. YOUR ACCOUNT / MY DASHBOARD - access your profile information, edit your photo, cover image, change password and privacy settings. You can also access any notifications and applications that you have previously submitted to the SEAP Program.
2. MY DOCUMENTS - when you initially register, you are automatically taken to this page. It is also available via the student portal. Instructions on loading documents in Step 6.
3. MY PRIVATE MESSAGES - access messages sent between yourself, education establishments & SEAP administration.
4. MY APPLICATIONS - access to all of your SEAP applications, accepted, denied and pending. Instructions for SEAP applications navigation in Step 7 about SEAP.
5. ELIGIBILITY CRITERIA AND WHAT DO I GET - pop up windows detailing information.
6. SCHOOLS & COLLEGES - View schools, colleges, universities, vocational/technical schools available in the SEAP program

The screenshot shows the SEAP Student Portal for Alyson Stasek. The header is dark blue with the text "Hello Alyson Student Portal". Below the header, there is a profile section on the left with a profile picture of Alyson Stasek, her name, and links for "Your account" and "Logout". There are also buttons for "RESET PASSWORD" and "LOG OUT". The main content area is divided into two columns of navigation buttons: the left column contains "MY DASHBOARD", "MY DOCUMENTS", "MY PRIVATE MESSAGES", and "MY APPLICATIONS"; the right column contains "APPLICATION FORMS", "ELIGIBILITY CRITERIA", "WHAT DO I GET?", and "SCHOOLS & COLLEGES". Below these buttons is a "Terms of use" section with several bullet points. On the right side, there is a "Message Board" section with a "MESSAGES" header and a list of messages, including "Testing another message on 9/11 September 12, 2023", "SEAP message 2 September 5, 2023", and "SEAP Event 1 - note note note September 5, 2023". A notification bell icon is visible in the bottom right corner.

Step 5 - School Portal

Navigation Options:

1. YOUR ACCOUNT / MY DASHBOARD - access your profile information, edit your photo, cover image, change password and privacy settings. You can also access any notifications and applications that you have previously submitted to the SEAP Program that are linked to your school.
2. MY PRIVATE MESSAGES - access messages sent between yourself, students & SEAP administration.
3. APPLICATIONS - access to all of your SEAP applications, accepted, denied and pending related to your school. Instructions for SEAP applications navigation in Step 7 about SEAP.


Step 6 - My Documents

1. DOCUMENTS - both students and administrators have access to all documents loaded by the student. You can access previously loaded documents on this page also.
2. LOADING NEW DOCUMENTS - when you initially register, you are automatically taken to this page. Click on the CHOOSE FILES button, browse via file explorer window to the file you want to upload. Select the file and click OPEN. This closes the popup file explorer window and takes you back to the MY DOCUMENTS page. You can see that the system has identified the file you want to load. Click the UPLOAD IMAGES button. Once uploaded, the page refreshes and shows you file that you have just uploaded.
3. UPLOAD MULTIPLE FILES AT ONE TIME - While selecting the files you want to upload in the file explorer window, hold down the CTRL key on a PC or Control key on a MAC.

Hello Alyson

My Documents

Home / My Documents




Manage your Documents Here

Alyson Stasek - Documents Error uploading one or more files.
Please view below your application for SEAP. Please use the button below to upload documents and images that are part of this application. You can select more than one file by holding the CTRL (PC) button down or COMMAND (MAC) button down. You can upload PDF, Word Documents, or Images.

Choose Files 3 files Upload Files

No application files found for user.Document Uploads

File Name:
Color_Logo_Icon_HD_JPG_with_tspt_BG



Step 7 - Applications

Navigation Options:

1. MY APPLICATIONS - access all previously submitted SEAP applications. Use the VIEW button to see the original application (this cannot be edited) by the student, only viewed.
2. Use the MESSAGE button to send a message to the SEAP administration about your application.
3. The MY APPLICATIONS window also allows you to filter applications based on approval status and semester/year. Select from the drop down menu the filter you want to apply, and the page will refresh with the relevant data below.
4. MESSAGE button allows you to view messages sent and received by the student concerning his/her applications.

Step 7 - Applications *cont.*

5. APPLICATION FORMS - click here to access forms for NEW applications, or scroll down on Student Portal to bottom of page to access forms.
6. SUBMITTING APPLICATION ONLINE - Click in each field and complete. Date fields have a
7. calendar options, there are fields which have arrows that have values you can select. ALL fields are required. Use your mouse or finger on touch screens to add your signature to "Sign Name" box.
8. Click on SUBMIT button to submit your application for review by SEAP Admin.
9. DOWNLOAD FORM - You can download the form, print and complete by hand if you are unable to complete on the website.
10. SCHOOLS AND COLLEGES - click here to see list of schools, colleges and universities that are part of the SEAP Program.



[REGISTRATION](#) [Student Portal](#) [Admin Portal](#) [School Portal](#) [Eligibility & What You Get!](#) [Contact SEAP](#)

Hello Alyson
College / University Application

[Home](#) / [College / University Application](#)

[ELIGIBILITY CRITERIA](#)

[WHAT DO I GET?](#)

[DOWNLOAD FORM](#)

After you have submitted your application, please go to the [STUDENT PORTAL](#) and check that the most recent required documents are uploaded into your [MY DOCUMENTS](#). These include your most recent transcripts, and your current voting card showing you are currently registered to vote.

Applications for the Spring / Summer and Fall open on 15 OCT, but the Spring deadline has passed (01 MAR).

MS NATIONAL GUARD STATE EDUCATION ASSISTANCE PROGRAM (SEAP) College

My email address is...

My student ID number is...

Rank:

- Air Guard
- Army Guard
- ROTC Cadet



Step 8 - Message Board, Alerts Icon & Top Menu

The message board is designed for SEAP admin to keep intouch with news about the program and different events that are happening for both students and school administrators. It is accessible on most pages of the website.

On the bottom right side of the screen you will see a "bell" icon as shown in the above image - this allows you to access your notifications for messages.

At the top of the page, there is a menu which allows you to access REGISTRATION, your portal, eligibility & what you get, and to contact the SEAP department. Use these options as needed.