

# NATIONAL GUARD

EDUCATION, INCENTIVES AND EMPLOYMENT



## EDUCATION BENEFITS HANDBOOK

July 2010

# Education Benefits Handbook

July 2010

Developed by:

**Servicemembers Opportunity Colleges  
SOCGuard**

Published by:

**National Guard Bureau**  
111 South George Mason Drive  
Education, Incentives, and Employment  
ARNG-GSE  
Arlington, VA 22204

Cover and inside photos courtesy of the National Guard Bureau

# Table of Contents

## SECTION 1: INTRODUCTION AND REFERENCES

Introduction .....	1
References.....	2

## SECTION 2: RESPONSIBILITIES .....4

## SECTION 3: GI BILL PROGRAMS

Montgomery GI Bill - Selected Reserve (MGIB-SR) Chapter 1606 .....	5
Reserve Education Assistance Program - (REAP) - (Chapter 1607).....	6
Army National Guard (ARNG) Kicker Program.....	7
Montgomery GI Bill - Active Duty GI Bill (MGIB-AD) (Chapter 30).....	9
Montgomery GI Bill - Active Duty \$600 Plus Up Program .....	11
Post 9/11 GI Bill (Chapter 33) .....	11

## SECTION 4: EDUCATION ASSISTANCE PROGRAMS

ARNG Federal Tuition Assistance (ARNG FTA) .....	13
Duplication of Benefits for Use With Federal Tuition Assistance.....	17
State-Funded Education Programs .....	17
ARNG Health Professional Loan Repayment Program (HPLRP).....	17
ARNG Chaplain Loan Repayment Program (CLRP) .....	18
ARNG Enlisted Loan Repayment Program (ELRP) .....	18
Commissioning Programs .....	19
Reserve Officer Training Corps (ROTC) .....	19
Early Commissioning Program (ECP) .....	19
Simultaneous Membership Program (SMP) .....	20
Federal Officer Candidate School (Active Component) .....	21
State Officer Candidate School (OCS) .....	21
Accelerated Officer Candidate School (OCS) .....	22
Warrant Officer Candidate School (WOCS) .....	22
Direct Commission.....	23
ROTC Scholarships .....	23
Guaranteed Reserve Forces Duty (GRFD) Scholarship and Dedicated ARNG Scholarship .....	23

## SECTION 5: EXAMINATION PROGRAMS

Army Personnel Testing (APT) - Military only.....	24
Credit By Examination .....	25
Test Center Options .....	26
Funding For Testing.....	26
Certification and Licensing.....	26
Funding For Certification.....	27

## SECTION 6

Army National Guard (ARNG) Education Support Center (ECS) Operations Branch NGB (ESC) .....	28
Counseling Support Team (EST) .....	28
Military and Civilian Credit Assessment.....	28
College Degree Planning .....	28
Officers Without Degrees (OWD) Program .....	28
DISCOVER.....	29
Army/American Council on Education (ACE) Registry Transcript System (AARTS).....	29

Apprenticeships and On-The-Job-Training (OJT) Programs .....29  
Verification of Military Experience and Training (VMET).....29  
Troops to Teachers.....29  
Army e-Learning (Smart Force) .....30  
Rosetta Stone.....30

**SECTION 7: SERVICEMEMBERS OPPORTUNITY COLLEGES (SOC)**

SOCGuard .....31

**APPENDIX A: CONTACTS AND LINKS**

Contacts .....33  
Links .....33

**APPENDIX B: DUPLICATION OF BENEFITS FOR USE WITH ARNG KICKER .....35**

# SECTION 1

## INTRODUCTION AND REFERENCES

### **Introduction**

This guide provides information on the application procedures and benefits for all Army National Guard (ARNG) education programs.

Consult the appropriate Education Support Center team for the most current information on ARNG and federal education programs, as well as specific State programs. For additional information, visit <https://www.education.ng.mil/> and selected sites listed in the guidelines for the various programs throughout this guide.



*Photo courtesy National Guard Bureau*

***Please Note: Application procedures for the programs described in this brochure may vary from State to State. Contact your unit full-time personnel, your Recruiting and Retention NCO, or your State Education Office for further information. For contact information visit <https://www.education.ng.mil/> and select the US map icon for Points of Contact.***

## **References**

Title 10, USC, Chapter 1606, Section 16131, 31 December 2003.

National Defense Authorization Act FY 2009, Title V, Subtitle E, Section 546 – Education and Training PL 110-417 Requires members of the Reserve component to serve under ‘honorably conditions’ for eligibility to received educational benefits).

National Defense Authorization FY 2008, Title V, Subtitle C, Section 528 and Section 530 -Education and Training (PL 110-181 authorizes enhancement of education benefits for certain members of reserve components, extension of period of entitlement to educational assistance for certain members of the Selected Reserve affected by force shaping initiatives, and time limit for use of educational assistance benefit for certain members of reserve components and resumption of benefit).

The Ronald W. Reagan National Defense Authorization FY 2005, Title V, Subtitle C, Section 527 - Reserve Component Personnel Matters (PL 108-375 authorizes the Reserve Educational Assistance Program Chapter 1607 of Title 10).

Army National Guard (ARNG) Reserve Educational Assistance Program (REAP) - (Chapter 1607 of Title 10 USC) (ARNG-GSE) #10-004 US Code Guidance, 22 December 2009.

DoD Directive - Type Memorandum 08-040-Revised Program of Educational Assistance authorized by Chapter 1607 of Title 10, USC, 17 March 2009.

DoD 1322.17, Subject: Montgomery GI Bill Selected Reserve (MGIB-SR), 29 November 1999.

Title 38, USC, Chapter 30, Section 3001-3036, Subject: Montgomery GI Bill - Active Duty Educational Assistance Program (MGIB-AD), 15 May 2002.

DoD 1322.16, Subject: Montgomery GI Bill (MGIB) Program, 18 June 2002.

Montgomery GI Bill-Active Duty (MGIB-AD) Program - Chapter 30 (NGB-ARM Policy #07-11), 31 May 2007.

ARNG Montgomery GI Bill - Selective Reserve (MGIB-SR) Program, Chapter 1606 (NGB-ARM Policy #07-10), 15 August 2007.

ARNG Montgomery GI Bill (MGIB) Kicker Program (NGB-ARM Policy #07-12), 20 August 2007.

Part III of Title 38, USC, Chapter 33 Post 9/11 Educational Assistance, 30 June 2008. (PL 110-252)

AR 135-7 ARNG and United States Army Reserve (USAR) Incentives Programs, 15 April 1996.

NGR 600-7 Selected Reserve Incentive Programs (SRIP), 26 March 1999.

ARNG Selected Reserve Incentive Program (SRIP) Policy for FY07, FY08, and FY09 with updates (effective 1 March 2009).

Title 10, USC, Section 2007, Payment of Tuition for Off-Duty Training or Education, 19 January 2004.

AR 350-10 Management of Army Individual Training Requirements and Resources, 14 September 1990.

DoD Instruction 7730.54, Subject: Reserve Components Common Personnel Data System (RCCPDS), 13 November 2009.

DoD Directive 1322.8, Voluntary Education Program for Military Personnel, 6 January 1997.

DoD Instruction 1322.25, Voluntary Education Programs for Military Personnel, 5 February 1997, with change 2, dated 3 May 2010.

AR 621-5 Army Continuing Education System (ACES), Revised 6 September 2009.

AR 11-6 Army Foreign Language Program, 13 August 2009.

AR 15-6 Procedures for Investigating Officers and Boards of Officers, 2 October 2006.

AR 220-1 Unit Status Reporting, 19 December 2006.

AR 340-21 The Army Privacy Program, 5 July 1985.

AR 350-20 Management of the Defense Language Program, 15 March 1987.

AR 350-10 Management of Army Individual Training Requirements and Resources, 3 September 2009.

AR 600-8-4 Line of Duty Policy, Procedures, and Investigations, 4 September 2008.

AR 601-222 Armed Services Military Personnel Accession Testing Programs, 17 October 2005.

AR 611-5 Army Personnel Selection and Classification Testing, 5 February 2008.

AR 612-201 Initial Entry/Prior Service Trainee Support, 1 May 2003.

Army Personnel Testing (APT), Test Control Officer (TCO) Handbook (Online version)

**<https://dantestcoportal.prometric.com/Login/Login.aspx>.**

DANTES Examination Program Handbook (DEPH) (Online version) **<http://www.dantes.doded.mil>**.

## **SECTION 2**

### **RESPONSIBILITIES**

#### **Chief, National Guard Bureau (NGB)**

- Exercise responsibility for policy governing various education programs.
- Determine priorities, resources, and the extent to which specific education programs or services will be delivered to the ARNG.
- Provide fiscal and personnel resources for education programs and services.

#### **Chief of Education, Incentives, and Employment Division, Army National Guard**

- Develop ARNG unique priorities, policies, programs and procedures.
- Manage and deliver Army Continuing Education System (ACES) for the ARNG.
- Provide policy and guidance implementing ACES programs and services to the State ARNG Education Services Officer (ESO).
- Issue procedures and processing guidance for Tuition Assistance (TA).

#### **The Adjutant General (TAG)**

- Direct, monitor and review the federal education program.
- Maintain and report data pertaining to education from the respective State to the Chief of NGB.

#### **State Education Services Officer (ESO)**

- Supervise implementation of NGB policy for all education, incentives and other programs.
- Be knowledgeable in all education programs and resources available to Soldiers.
- Coordinate with the recruiting force on implementing the federal education programs.
- Act as liaison between the Soldiers and NGB, USP&FO, recruiting/retention personnel, units, and/or any other agency which may be involved with the education programs in the State.
- Be proficient in all systems relating to data entry of education/incentives programs. (SIDPERS, AF-COS, DMDC, iPERMS, and Information Management and Reporting Center [iMARC])
- Develop, implement and monitor a quality assurance plan for the services and program provided by the Education Office.
- Provide counseling and testing services.
- Coordinate with units for unit education briefings.

#### **Commanders**

- Maintain a rapport with the assigned education service officer in order to keep current on education programs, benefits, and policies.
- Recommend appropriate education requirements in order to ensure Soldiers are qualified for their assigned duty position.
- Conduct annual audits of personal qualification records to ensure current data is recorded.
- Use education and incentives as a retention tool.

#### **Unit Administrator**

- Perform personnel and finance actions as required to support Soldiers, to include ensuring that education records are inputted in iPERMS system in a timely manner.

## SECTION 3

### GI BILL PROGRAMS

The GI Bill is a federally funded program administered by the military services and the Department of Veterans Affairs (DVA). Each GI Bill program offers 36 months of educational assistance for full-time study; students attending half-time receive a maximum of 72 months of benefits. Payments are pro-rated for part-time study. For current GI Bill information visit the Department of Veterans Affairs web site at <http://www.gibill.va.gov/>. For current rates, select “Benefits Resources” at the bottom of the page, then “Rates Tables” or visit <https://www.education.ng.mil/>.

Soldiers may receive up to 36 months in any one DVA educational assistance program and a maximum of 48 months of combined benefits. DVA educational assistance programs include but are not limited to the following:

1. Montgomery GI Bill-Selected Reserve (Chapter 1606). See below.
2. Reserve Educational Assistance Program (Chapter 1607). See below.
3. Montgomery GI Bill-Active Duty (Chapter 30). See below.
4. Veterans Educational Assistance Program (VEAP - Chapter 32) Visit <http://www.gibill.va.gov/>
5. Vietnam Era GI Bill (Chapter 34) Visit <http://www.gibill.va.gov/>
6. Survivors' & Dependents' Education Assistance Program (DEA - Chapter 35). Visit <http://www.gibill.va.gov/>
7. Post 9/11 GI Bill (Chapter 33). See below.

#### Montgomery GI Bill – Selected Reserve (MGIB-SR) (Chapter 1606)

The MGIB-SR program may be available to you if you are a member of the Selected Reserve (i.e. a traditional drilling Soldier and not Active Guard Reserve (AGR)). The Selected Reserve (SR) includes the Army Reserve, Navy Reserve, Air Force Reserve, Marine Corps Reserve, Coast Guard Reserve, the Army National Guard and the Air National Guard.

You may use the MGIB-SR for any degree program (Associate through Doctoral), certificate or correspondence courses, cooperative training, independent study programs, apprenticeship or on-the-job training, trade or vocational school, and flight training programs. Remedial, refresher, and deficiency training are available under certain circumstances.

Eligibility for this program may be established only one time in a servicemember's career. DVA makes the payments directly to the servicemember receiving benefits.

Benefits last as long as the Soldier remains in a drilling status in the Selected Reserve, (i.e. ARNG, USAR, ANG, USMCR, etc.). **Soldiers mobilized on federal Active Duty (Title 10) receive an extension of their period of eligibility for the period of the mobilization plus four months.** Soldiers who were mobilized may be eligible to collect MGIB-SR benefits for the period of mobilization plus four months, after they separate, for each period of mobilized service. Affected members must consult the Department of Veterans Affairs to verify eligibility.

#### MGIB-SR Eligibility Criteria

- Be a member of the Army National Guard (ARNG) or other Reserve Component (RC).
- Enlist, reenlist, or extend in any Reserve Component for a period of not less than 6 years. If you are an officer, you must agree to serve six years in addition to any current obligation.
- Complete Initial Active Duty Training (IADT). Officers who have not previously completed IADT must complete Officer Basic Course (OBC) to be eligible for the GI Bill benefit.
- Have a high school diploma or equivalent.

## **To Apply for the MGIB-SR Program**

### **Enlisted**

- A Soldier can obtain a copy of the Notice of Basic Eligibility (NOBE) by going to <https://www.minuteman.ngb.army.mil/benefits> or from the State Education Services Office. The State GI Bill Manager will provide a copy of the NOBE to the Soldier and to the Soldier's unit, Official Military Personnel Records (201 file), and iPERMS. NGB-ARM G-1 is the only authorized agent to sign a NOBE. Upon printing the NOBE from <https://www.minuteman.ngb.army.mil/benefits> or receiving the NOBE from the Education Services Office, the Soldier submits a copy to the certifying official at the school in which they are enrolled.

### **Enlisted Non-Prior Service**

- iMARC will automatically generate a NOBE after the Soldier meets the three criteria.

### **Enlisted Prior Service**

- A NOBE from another RC may transfer to the ARNG. Soldiers must work with their State GI Bill Manager and/or unit to ensure the three criteria are obtained (i.e. high school graduate or equivalent; IADT completion date; 6-year initial contract with any Reserve Component).

### **Officers**

- Officers must complete an Officer Service Agreement Selected Reserve Educational Assistance Program (DA Form 5447-R). Officer eligibility is established on the date the officer signs the DA Form 5447-R, Officer Service Agreement if they have previously completed Initial Active Duty Training or Officer Basic Course. If not, eligibility is established on completion of Officer Basic Course (OBC). Please note: Non-Prior Service applicants enlisting under the Officer Candidate School (OCS) and Reserve Officers' Training Corps (ROTC) enlistment option will not be entitled to the benefit until the day following completion of OBC. Officers should contact their GI Bill Manager to verify their eligibility.

### **To Obtain Benefits**

- **Go to <http://www.gibill.va.gov/>** complete an online Application for Education Benefits (VA Form 22-1990). It is also advisable that you take a printed copy of this application and coordinate with the VA representative at the college (or your place of employment if you are in a job training program).
- The VA Rep will complete an Enrollment Certificate (VA Form 22-1999) and submit it, along with the VA Form 22-1990 and a copy of your NOBE to the VA Regional Processing Office (RPO) for processing.
- In order to continue receiving benefits, you must verify your enrollment each month by completing a Student Verification of Enrollment (VA Form 22-8979). You may submit VA Form 22-8979 through the VA Web Automated Verification of Enrollment (WAVE) online at <http://www.gibill.va.gov/> or by telephone at **1-877-823-2378**. When the system tells you that you're certified, the verification is complete and you do not have to return the form.

## **Reserve Educational Assistance Program (REAP) (Chapter 1607)**

REAP is an education assistance program established on 28 October 2004 in recognition of Reserve Component (RC) members' sacrifices in answering the call to duty. Soldiers who served on or after 11 September 2001 for 90 consecutive days or more in support of a contingency operation may be eligible to receive an increased GI Bill benefit. The program is similar to the MGIB-SR in that the military services determine initial eligibility, notify Soldiers, and fund the program while the Department of Veterans Affairs (DVA) administers payments to the Soldier. This program had an amendment to the time limitation/portability requirements as a result of the National Defense Authorization Act (NDAA) of 2008 and is retroactive back to September 11, 2001. Soldiers must remain in an active drilling status in the Reserve Component to be entitled to this benefit. Soldiers who are terminated or go Active Duty or Expired Term of Service (ETS) may qualify to retain their benefits for ten years from date of separation as long as they completed their service contract and separate from the Selected Reserve under other than dishonorable conditions

(Prior to 28 January 2008 and honorable conditions there afterwards). Soldiers who transfer to Inactive National Guard (ING) or Individual Ready Reserve (IRR) status will have their benefits suspended but may regain eligibility upon returning to an active Selective Reserve status but will be required to extend for the time lost in the ING or IRR. Visit the Department of Veterans Affairs web site at <http://www.gibill.va.gov/>. For current rates, select “Benefits Resources” at the bottom of the page, then “Rates Tables” or visit <https://www.education.ng.mil/>. Qualified Soldiers may also elect to participate in the “\$600 Buy Up Program,” which enables them to contribute up to \$600.00 in order to receive additional payments of up to \$150.00 per month for full-time attendance (based on contribution).

### **REAP (Chapter 1607) Eligibility Criteria**

On or after 11 September 2001, RC members may receive educational assistance under REAP provided:

- Servicemember mobilized for 90 days or more in support of a contingency operation defined in section 10 US Code (USC) 101 (a)(13).
- Servicemember may be eligible for full-time National Guard duty under 32 USC 502(f) performed between 11 September 2001 - 31 May 2002 for 90 consecutive days or more in response to a Presidential or Secretary of Defense declaration of a national emergency supported by federal funds. Servicemembers should contact their GI Bill Manager to verify their eligibility.
- Servicemember ordered to active service in either of the first two categories above and released before completing 90 consecutive days because of an injury, illness or disease incurred or aggravated in the line of duty.

### **To Apply for REAP (Chapter 1607)**

- To obtain a copy of your EMS (Eligibility for Mobilized Soldier) notification, select “Print”.
- This document is verified and signed by the Army National Guard’s (ARNG) Education/Incentives Branch Chief. Maintain this document in your personal records.
- **Go to <http://www.gibill.va.gov/>** complete an online Application for Education Benefits (VA Form 22-1990). It is also advisable that you take a printed copy of this application and coordinate with the VA representative at the college (or your place of employment if you are in a job training program). If you previously used GI Bill benefits complete VA Form 22-1995.
- Provide a copy of your mobilized DD Form 214 to the VA or VA school official.
- If you have ARNG GI Bill questions or problems, please contact your state GI Bill Manager.

### **To Enroll (1607 Buy Up)**

Contact the GI Bill Support Team at **1-866-628-5999** or email [gibill.ch30@pec.ngb.army.mil](mailto:gibill.ch30@pec.ngb.army.mil). Complete enrollment instructions will be provided at that time.

### **To Obtain Benefits**

See procedure for MGIB-SR (Chapter 1606) at the beginning of Section 3.

## **Army National Guard (ARNG) Kicker Program**

Some Soldiers may also be eligible to receive additional benefits through the ARNG Kicker program. This program applies **only** to specific critical Military Occupational Specialty (MOSs), Modification Table of Organization and Equipment (MTOE) units, and deployable Table of Distribution and Allowances (TDA) units. The Kicker program is not an entitlement and Soldiers must meet the eligibility requirements and sign a valid Kicker contract in order to qualify. Reserve Component members may establish eligibility for the Kicker one time only. The Department of Veterans Affairs administers monthly payments for the GI Bill Basic and Kicker Programs. All Kicker contract amounts are valid for the entire term of the contract regardless of future increases or decreases (EXCEPTION: Soldiers entering a commissioning program may increase the amount of their original contract to the amount of the commissioning Kicker). Consult your State GI Bill Manager for current rates, in-processing and facilitating eligibility/status changes. For Kicker policy questions, contact your state GI Bill Manager.

### **Eligibility Criteria**

- In order to receive the Kicker, Soldiers must be eligible to receive a basic GI Bill benefit (Chapter 1606, Chapter 1607, or Chapter 30).
- Soldiers are not eligible to receive Kicker benefits until completion of IADT. Soldiers may not receive the Kicker while they are on Active Duty.
- OCS option Soldiers must complete Officer Basic Course (OBC) in lieu of Advanced Individual Training (AIT).
- Soldiers must be eligible for MGIB-SR or MGIB-AD to be eligible to contract for the Kicker.

### **Categories**

In addition to the basic criteria, applicants/Soldiers must also meet the specific criteria for their ARNG Kicker category as specified below:

#### **Non-Prior Service (NPS) Applicants**

- Enlist and remain in the ARNG for 6 years, in a valid position vacancy; Officers complete an Officer Service Agreement (OSA) DA Form 5447-R for their 6-year obligation; and
- Enlist in either a critical MOS or Critical Unit ID Code (CUIC) (whichever is authorized by policy at time of enlistment) listed in the ARNG Selected Reserves Incentive (SRIP) Policy; and
- Enlist/access into any MTOE unit or deployable Table of Distribution and Allowances (TDA) unit; and
- Score 31 or higher (test score category I-IIIB) on the Armed Services Vocational Aptitude Battery (ASVAB) Test.
- Note: Glossary NPS applicants **may be** eligible to receive the ARNG Kicker.

#### **Prior Service (PS) Applicants**

- Enlist and remain in the ARNG for 6 years, in a valid position vacancy; Officers complete an OSA for their 6-year obligation; and
- Be qualified in the MOS for which you enlist and be skill level 1 or 2 (Sergeant or below); and
- Enlist into any MTOE unit or deployable TDA unit approved by NGB.

#### **Current ARNG Soldiers**

- Reenlist/extend in any MOS in any MTOE unit or deployable TDA unit approved by NGB. Must be qualified in the MOS for which they enlist and be skill level 1 or 2 (Sergeant or below).
- Served the past three consecutive years in an active drilling status in the ARNG without a break in service. Inactive National Guard (ING) status constitutes a break.
- Current ARNG Officers in the rank of 1st or 2nd Lieutenant who have not yet obtained a baccalaureate degree are also eligible under this category. These Soldiers are not required to have served three consecutive years in the ARNG.
- Note: Current ARNG Soldiers who meet the criteria listed on the previous page may reenlist/extend for the ARNG Kicker at 'anytime' after serving the past three consecutive years in an active drilling status; they do not have to wait until they are within one year of their current ETS.

#### **Officer Candidates and Simultaneous Members (SMP)**

ARNG Officer Candidate programs include, State Officer Candidate School (OCS), Accelerated OCS, Warrant Officer Candidate School (WOCS) and the Simultaneous Membership Program (SMP). All officer candidates, warrant officer candidates and simultaneous members in any MTOE unit or deployable TDA unit who hold an MOS and meet the following criteria may reenlist/extend for the ARNG Kicker.

- **Officer Candidate School (OCS).** State OCS candidates are eligible to extend their enlistment and sign an ARNG Kicker contract after completing Phase I (the first 2 week training period) of the State OCS Program. Newly commissioned Second Lieutenants are eligible to sign an ARNG Kicker contract up to 90 days after accepting their commission in the ARNG. OCS graduates without a baccalaureate

degree who apply for the ARNG Kicker after 90 days from course completion will be categorized as a 'Current ARNG Soldier.'

- **Warrant Officer Candidate School (WOCS).** Warrant Officer Candidates are eligible to extend their enlistment and sign an ARNG Kicker contract after they have been appointed on orders as a Warrant Officer Candidate. Newly appointed Warrant Officers are eligible to sign an ARNG Kicker contract up to 90 days after accepting their appointment in the ARNG. Warrant Officers who apply for the ARNG Kicker after 90 days from their appointment date are not eligible for the ARNG Kicker program.
- **Simultaneous Membership Program (SMP).** SMP participants who are enrolled in the Reserve Officers' Training Corps (ROTC) Advanced Course (MS II, III or IV), are eligible to sign an ARNG Kicker contract effective the date of the SMP Agreement (NGB Form 594-1) **and** the ROTC Advanced Course Contract (Non-Scholarship DA Form 597 or Guaranteed Reserve Forces Duty (GRFD) Scholarship DA Form 597-3) have been signed, whichever is later.

***Please note: ARNG Soldiers who complete the required six-year obligation, stipulated in the ARNG Kicker contract, may transfer to any skill, unit, or RC (other than IRR or ING) and retain eligibility for the ARNG Kicker.***

### **Montgomery GI Bill - Active Duty (MGIB-AD) (Chapter 30)**

The MGIB-AD program may be available to you if you were a member of an Active Component, if you are or have been AGR, or if you were a member of the ARNG who was mobilized for 24 or more consecutive months. The MGIB-AD program provides up to 36 months of education benefits. Soldiers who are eligible for more than one GI Bill program may be eligible to receive up to 48 months of benefits. This benefit may be used for degree and certificate/licensing programs, flight training, apprenticeship or on-the-job training and correspondence courses. Remedial, deficiency, and refresher courses may be approved under certain circumstances. Visit the Department of Veterans Affairs web site at <http://www.gibill.va.gov/>. For current rates, select "**Benefits Resources**" at the bottom of the page, then "**Rates Tables**" or visit <https://www.education.ng.mil/>.

Soldiers **must** pay \$1,200.00 to receive this benefit. Qualified Soldiers may also elect to participate in the "\$600 Plus Up Program," which enables them to contribute up to an additional \$600.00 (over and above the initial \$1,200.00) in order to receive additional payments of up to \$150.00 per month for full-time attendance (based on contribution).

ARNG Soldiers who are eligible for the MGIB-AD (whether their 10-year delimiting date has expired or not) and who are federally mobilized on Title 10 Active Duty for 90 days or more and received an Honorable discharge will have their 10-year delimiting date re-established so long as they have remaining benefit entitlement. To receive the additional delimiting time, Soldiers must send a copy of their mobilization DD Form 214 to their VA Regional Processing Office (RPO) office.

#### **MGIB-AD Eligibility Criteria**

- There are several eligibility categories for the MGIB-AD. To determine your eligibility status, consult your State GI Bill Manager, the ARNG GI Bill Support Team at [gibill.ch30@pec.ngb.army.mil](mailto:gibill.ch30@pec.ngb.army.mil), or visit the DVA web site at <http://www.gibill.va.gov/>.

**You ARE NOT eligible if any one of the statements below is true:**

- You have ever declined the MGIB-AD
- You are a Service Academy Graduate
- Your Initial Active Duty period under Title 10 began prior to 1 July 1985.
- Your Initial Active Duty period under Title 32 began prior to 29 Nov 1989.
- You are an ROTC scholarship recipient who completed ROTC prior to 1 Oct 1996.
- You are an ROTC scholarship recipient after 30 Sep 1996 who received at least \$3,400 of ROTC scholarship benefits in every year of ROTC participation.

**You MAY be eligible if all the following are true:**

- You were on Title 10 active duty for the first time on or after 1 July 1985.
- You were on Title 32 active duty for the first time on or after 29 Nov 1989.
- You have never declined the MGIB-AD.
- You are not a Service Academy graduate.
- You are an ROTC scholarship recipient after 30 Sep 1996 who received less than \$3,400 during any one year of the scholarship period.

**Note: Soldiers must serve three consecutive years in an Active Duty (AGR) status or a minimum of 24 months of Active Duty service required if enlistment is for less than 36 months.**

**Note: You must obtain a high school diploma or an equivalency certificate before applying for MGIB-AD. Completing 12 hours toward a college degree meets the requirement.**

**To Enroll (AGRs)**

Contact the GI Bill Support Team at **1-866-628-5999** or email **gibill.ch30@pec.ngb.army.mil**. Complete a DD Form 2366. The GI Bill Support Team representative will distribute copies of the DD Form 2366 as follows:

- Defense Finance and Accounting Service. This will reduce your military pay by \$100.00 per month for 12 months.
- NGB iPERMS Team. (For inclusion in ARNG personnel systems iPERMS.)
- Education Office. (For inclusion in your education record.)
- Soldier. (For proof of enrollment.)

DD Form 2366-1 Increased Benefit Contribution Program (Up to \$600.00).

- Available for those who already have the MGIB-AD. Soldiers may pay up to \$600.00 in the “Additional Contributions Program” to receive up to \$150.00 in additional monthly payments. Benefits are prorated based on the amount of the additional contribution. Soldiers must make contribution(s) while on Active Duty.

**To Enroll (Mobilized)**

Soldiers mobilized for 24 consecutive months who wish to enroll in the MGIB-AD program are to contact the GI Bill Support Team at **1-866-628-5999** or email **gibill.ch30@pec.ngb.army.mil** for in-processing information. Soldiers who are released from Active Duty prior to completing the 24-month period must have been released due to convenience of government and must have served a minimum of 20 consecutive months in order to be eligible to enroll in the MGIB-AD program.

**To Obtain Benefits**

- **Go to <http://www.gibill.va.gov/>** complete an online Application for Education Benefits (VA Form 22-1990). It is also advisable that you take a printed copy of this application and coordinate with the VA representative at the college (or your place of employment if you are in a job training program). If you previously used GI Bill benefits complete VA Form 22-1995.
- The VA representative will complete an Enrollment Certificate (VA Form 22-1999) and submit it, along with the VA Form 22-1990 to the regional VA office for processing.
- In order to continue receiving benefits, you must verify your enrollment each month by completing a Student Verification of Enrollment (VA Form 22-8979). You may submit VA Form 22-8979 through the VA Web Automated Verification of Enrollment (WAVE) online at **<http://www.gibill.va.gov/>** or by telephone at **1-877-823-2378**. When the system tells you that you’re certified, the verification is complete and you do not have to return the form.

**Please note: Rates may be lower for those with less than 3 years of Active Duty. Check the VA web site for current rates. For Soldiers who are currently serving on AD/AGR, MGIB-AD will only pay up to the cost of tuition and fees, not to exceed the current full-time rate. You have 10 years from your most**

*recent discharge from Active Duty to use the MGIB-AD benefits.*

## **Montgomery GI Bill – Active Duty \$600 Plus Up Program**

### **Increased Benefits**

This additional contribution option allows ARNG Soldiers eligible for the MGIB-AD and currently serving on Active Duty to contribute an additional amount up to \$600.00. AGRs will have their pay reduced via payroll deduction; mobilized Soldiers must submit a certified bank check or money order. Soldiers who contribute the maximum \$600.00 will receive an additional \$150.00 per month in MGIB-AD benefits. VEAP participants converting to GI Bill are not eligible to participate. To apply, ARNG Soldiers must contact the ARNG GI Bill Support Team and notify the VA of their participation. The Soldier must provide a copy of their cash collection voucher and DD Form 2366-1 to the school's VA Certifying Official and the VA Regional Processing Office (RPO). The ARNG GI Bill Support Team will distribute copies of the DD Form 2366-1 as follows:

- Defense Finance and Accounting Service. This will reduce your pay by \$60 per month for 10 months.
- NGB iPERMS Team (For inclusion in ARNG personnel systems iPERMS.)
- Education Office. (For inclusion in your education record.)
- Soldier. (For proof of enrollment.)

### **Top Up Program**

AGR/Active Duty Soldiers may elect to pay any portion of the tuition and fees not covered by the Active Army's TA with their MGIB-AD. This applies only for those whose tuition and fees exceed the designated semester hour or annual caps.

### **Licensing and Certification**

ARNG Soldiers may use their MGIB-AD benefits to pay for licensing and certification testing. The tests must be required to enter, maintain, or advance into employment in a civilian vocation or profession and must be approved by the Department of Veterans Affairs (DVA). Soldiers will receive payment of the fee charged for the test or \$2,000.00, whichever is less. To apply, ARNG Soldiers must send a copy of the completed test results and a request for reimbursement to their VA Regional Processing Office. Soldiers who never submitted a claim for education benefits to the DVA must also complete a VA Form 22-1990.

## **Post 9/11 GI Bill (Chapter 33)**

The Post-9/11 GI Bill is for individuals with at least 90 days of aggregate Title 10 active duty service on or after September 11, 2001, or individuals discharged with a service-connected disability after 30 continuous days. You must have received an honorable active duty discharge to be eligible for the Post-9/11 GI Bill. The Post-9/11 GI Bill became effective for training on or after August 1, 2009.

### **This program will pay eligible individuals:**

- Non-Title 10 individual: Tuition & fees directly to the school not to exceed the maximum in-state tuition & fees at a public Institution of Higher Learning (IHL).
- Non-Title 10 individual: A monthly housing allowance based on the Basic Allowance for Housing for an E-5 with dependents at the location of the school.
- Non-Title 10 individual: An annual books & supplies stipend of \$1,000 paid proportionately based on enrollment.
- Title 10 individual: Tuition & fees directly to the school with no tuition or fees cap.
- A one-time rural benefit payment for eligible individuals.

### **To Obtain Benefits**

- **Go to <http://www.gibill.va.gov/>** and complete an online Application for Education Benefits (VA Form 22-1990). It is also advisable that you take a printed copy of this application and coordinate

with the VA representative at the college (or your place of employment if you are in a job training program). If you previously used GI Bill benefits complete VA Form 22-1995.

- The VA representative will complete an Enrollment Certificate (VA Form 22-1999) and submit it, along with the VA Form 22-1990 to the regional VA office for processing.

**Transferability**

Individuals who are eligible for Post 9/11 GI Bill and are currently still serving in the Armed Forces (active duty/drilling reservist) and has over six years in service **may** qualify to transfer unused entitlement to their DEERS eligible dependants. All transfer requests must be submitted online at **<https://www.dmdc.osd.mil/TEB/>**.

Further restrictions apply. For more information on Post 9/11 GI Bill eligibility and benefits visit **<http://www.gibill.va.gov/>**.

## SECTION 4

### EDUCATION ASSISTANCE PROGRAMS

Soldiers may be eligible for an array of education assistance programs available through the ARNG, as described in this section.

#### ARNG Federal Tuition Assistance (ARNG FTA)

The ARNG FTA program provides financial assistance in support of a Soldier's professional and personal self-development goals. To qualify, Soldiers must have a contractual obligation with the ARNG, and are eligible from the first day of enlistment. ARNG FTA may be used by Soldiers to pursue a high school diploma or its equivalency. It may also be used to pursue not more than one credential in each of the following levels: an Associate, a Bachelor, or a Masters Degree (or first-time professional degree); a vocational/technical certification or license. The current cap for tuition and fees is \$250.00 per semester hour with a ceiling of \$4,500.00 per Soldier per fiscal year. **If an institution's charges exceed the established cap and ceiling, the ARNG will pay no more than \$250.00/SH (including applicable authorized fees) and \$4,500.00 total for tuition and mandatory fees combined. Tuition assistance funds may not be used for the purchase of textbooks and reading materials.** ARNG members must utilize the ARNG Federal TA online application process available at <https://www.education.ng.mil/> when applying for ARNG FTA. Contact your State ARNG Federal TA Manager. (Find your state manager by selecting the U.S. map icon at <https://www.education.ng.mil/>) or contact the Education Support Center at 1-866-628-5999 or email [esc@pec.ngb.army.mil](mailto:esc@pec.ngb.army.mil) for further details on rates, policy, and guidelines for the current fiscal year.

#### Eligibility Criteria

- **ARNG Soldiers.** All satisfactory participating ARNG traditional Soldiers are eligible to receive ARNG FTA. The online ARNG FTA application is available at: <https://www.education.ng.mil/> under the Apply Online tab (Soldiers who receive 9 or more AWOLs/UNSATs in the previous 12 months, at time of ARNG FTA application processing, are not satisfactory participants..
- **AGR Soldiers.** All AGR Soldiers must apply for tuition assistance through GoArmyEd. See the application procedure below.
- **Mobilized Soldiers.** All Mobilized Soldiers must apply for tuition assistance through GoArmyEd. See application procedure below.
- **ARNG Civilians.** ARNG (non-dual status) civilian employees (Federal or State) are not eligible to receive ARNG FTA.

#### To Apply for ARNG FTA (ARNG Students)

All Federal Tuition Assistance (FTA) requests will be submitted online at <https://www.education.ng.mil/> under the Apply Online tab.

#### To process a request for FTA:

1. Register for classes.
2. Use registration information to complete the online Application for Federal Tuition Assistance. Applications must be submitted No Later Than (NLT) 30 days after the start date of the course, or by deadlines established by state TA Manager.
3. Log on to <https://www.education.ng.mil/>. ARNG members must register if you are a first time user. Select "Register" and enter your DOB and SSN.
4. Next, select the "Education" tab.
5. Select "Online Applications" from the index on the left using your AKO user name and ID.
6. Read Statement of Understanding (SOU). Select "AGREE" to all that apply. You may not proceed until this agreement is made.

7. Verify/fill out contact information. Contact information is pre-populated.
8. Fill out school information. Use the pull down menu to select a school.
9. Fill out course schedule information. Enter tuition amount and fees separately.
10. Read the Recoupment Policy. Select the “AGREE” button and proceed. **NOTE: RECOUPMENTS WILL BE INITIATED ON ALL FAILED COURSES AND THOSE THAT ARE NOT COMPLETED.**
11. Submit an Application for Federal Tuition Assistance. Select this button to electronically submit request to the State ESO. A window will open stating that the application has been sent.
12. An email notification will be sent verifying receipt of the request. A follow on notification will be sent upon approval of FTA request.

This automated online application process allows applicants to apply for FTA and route the application to the respective host State, where the ARNG FTA manager receives the application electronically and holds it in a pending status. Online FTA requests **will not** go to the unit commander/representative for signature. The FTA manager will determine the eligibility/validity of the application, status of applicant, school accreditation, applicant’s goals/previous history, and based upon funding available, either approve or deny the application. This initial approval is a commitment of FTA funds, pending receipt of an official invoice or bill to validate the expense.

**Applicants are responsible to immediately report any changes in courses such as adds/drops or withdrawals to their State FTA Manager.** The applicant is responsible to submit evidence that they completed the courses which were funded by FTA; i.e. by submitting grades reports or transcripts. Students will receive emails detailing the status of their request. FTA pays according to the **application submittal date**. Approved FTA applications are paid on a first-come, first-served basis. Officers must accept the Reserve Duty Service Obligation (RDSO).

ARNG FTA will also fund up to 100% of authorized fees, not to exceed authorized limits. Authorized fees are only those fees charged by the institution that are a requirement to all students for enrollment, are directly related to the instruction of the course for which FTA is being provided and are completely refundable. FTA will not be used for the purchase of textbooks unless they are included in the institution’s published tuition rate. The total amount of ARNG FTA (tuition and fees) each Soldier is entitled to receive will not exceed established caps of \$250 per semester hour, \$167 per quarter hour.

**To Establish a GoArmyEd Account (AGR and Mobilized Soldiers)**

1. Obtain a username and password to GoArmyEd. Soldiers should go to <http://www.goarmyed.com> and select the yellow New Users tab to receive instructions for requesting a login for **activated National Guard Soldiers**. GoArmyEd receives a data feed of eligible Soldiers from the Integrated Total Army Personnel Database (ITAPDB). Soldiers will not automatically be able to get a login if GoArmyEd does not recognize their name/SSN. Frequently, NG Soldiers are not recognized during this process due to problems with the data feeding into ITAPDB from the RC data systems. NG Soldiers who are not recognized by the system should contact the servicing Active Duty Education Center and provide a copy of their orders. A counselor can add the Soldier into the system manually and the orders will be uploaded into the eFile section of the Soldier’s account.
2. Set up the GoArmyEd account. Upon receiving a login, the portal will walk the Soldier through the various steps needed to set up the account. Among other things, this will involve choosing a school and program, completing the Common Application (gives the school all the general information required for their system), signing a Statement of Understanding (SOU). The servicing Education Center must confirm in the portal that they have received it by finishing the registration of the account and designating a school and degree plan.

**To Apply for GoArmyEd Tuition Assistance (AGR and Mobilized Soldiers)**

1. Log into your GoArmyEd homepage.
2. Select the **Enroll or Drop/Withdraw from a Course** link in the **My Virtual Education Center** section.

3. Next select the **Request TA and Enroll in a Course** link.
4. The **Account Information** screen appears. Review your mailing and contact information to ensure that all fields are updated to reflect your current location. Select the **Account Information Verified** button to accept the changes. A message appears, acknowledging the update. Select the **OK** button. Select the **Continue** button.
5. A new window opens. Select the appropriate term for your course enrollment on the **Select Enrollment Term** screen.
6. On the **View My Class Schedule** screen, select the **Add Classes** link.
7. Select the **Class Search** button on the **Add Classes** screen.
8. The **Add Classes/Search Course Schedule** screen displays. Select the **Description of each field** and **Search Examples** links for assistance on how to search for a course. Narrow your course search by selecting at least two criteria. Base your search on your degree map criteria to ensure that you select courses that fulfill your degree requirements. [For example, if you want to register for a course in economics at any given college, select Economics from the Subject Group drop-down list and your chosen college from the College drop-down list.] If you have a preference for a course taught in a classroom, an online eArmyU course, or another distance learning option, select that option from the Class Mode drop-down list. Selecting too many criteria can be restrictive.
9. After choosing your search criteria, select **Search**. (*Do NOT press enter.*) You are directed a class listing of your search results. If you receive a message stating that your search resulted in over 100 classes, you may need to refine your search criteria.
10. The **Class Search Results** screen displays courses that meet your search criteria. A variety of class types or delivery options may appear:
  - Classroom On-Post (TA) and Classroom Off-Post (TA). Classes taught in a classroom
  - Distance Learning (TA). Classes that are delivered remotely to Soldiers via multimedia channels, including written correspondence classes, video, CD-ROM, DVD, television, or the Internet
  - Online (eArmyU only). Web-based classes offered by eArmyU are completed via the Internet. As of March 28<sup>th</sup> 2008 eArmyU classes are no different than TA classes, UNLESS you are currently part of the Milestone laptop program
11. Select **Class Detail** button before enrolling to review more course information including course description, semester hour cost, prerequisites, required course materials, and other information.
12. Select the **check mark** next to the class number to enroll in the class. Review the course details, to include delivery mode, instructional mode, course start and end dates, tuition cost, course description, prerequisites, if applicable, and the college offering the course.
13. The class loads on the **Add Classes** screen after you select the check box for a class. Select Proceed to Step 2 of 3.
14. The **Enrollment Request Information** screen displays. Review the class cost information. Ensure that you know the class cost that is covered by TA (in the GoArmyEd Amount field) and the class cost that you must self-pay (in the **Student Amount** field). Select **Process Enrollment** to proceed with the TA request and class enrollment. The **View My Class Schedule** screen displays **if** the **Student Amount** field indicates \$0.00 after you select **Process Enrollment**.
15. The **View My Class Schedule** screen displays. Review your schedule to ensure that the course you selected is listed. If the **Enrollment Status** column shows “Enrolled”, your enrollment is submitted successfully for registration, pending final approval from the college. You will receive an email confirming that the enrollment request is successful. If payment is not required, proceed to Step 16 below. If your college does not accept the request, you will receive a follow-up email.
16. Depending on your tuition ceiling and semester hour cap, you may be responsible for all or a por-

tion of the cost of the course. If the **Student Amount** field on the **Enrollment Request Information** screen indicates that you are responsible for all or a portion of the course cost, the following requirements apply:

- **For TA and eArmyU courses.** You will be billed directly by the college for the difference not covered by GoArmyEd.

***Please Note: If the college you select is not identified in GoArmyEd, follow the procedure outlined in the section titled To Apply for FTA Using The TA Request Process (AGR Soldiers) in this Handbook. Follow steps 1-11 in To Apply for FTA (AGR Soldiers) before proceeding below.***

**To Apply for TA Using the TA Request Process (AGR and Mobilized Soldiers)**

1. Select “Click here if you wish to take a class from a college not listed” on the **Search Course Schedule** page. To enroll in a class offered by a college not listed in GoArmyEd, you must process a **TA Request** through GoArmyEd prior to the course start date and no later than the school’s late registration period.
2. The **ADD Request TA** page appears. Select the magnifying glass next to the **College** field.
3. The **Lookup College** screen displays. Type in the college name in the **College Name** field **or** select **Lookup** to view a list of colleges. Select the college you plan to attend.
4. The **ADD Request TA** screen displays. The **College** field is now populated. The **Subject Code**, **Catalog Number**, and **Start Date** fields are required to enroll in a course. Select the calendar icon for the **Start Date** field to configure the course start date correctly. When the calendar appears, select the correct month and year from the drop down lists. When all the fields are populated, select **Add** to proceed.
5. The **Request TA** form displays. Complete each required field (marked with an asterisk). Select **Save**. Your **TA Request** form will be processed by a designated Army Education Counselor—online—to review and approve or deny your request. You will receive an automated email alert from GoArmyEd informing you whether the class was approved or denied. To receive TA for the class, your request must be approved.
6. If your request for TA is approved, you can enroll in your class with your selected college. Print a copy of your approved **TA Request** form. The form includes instructions including how the school will provide your grade to the Army Send the form to your selected college. Select the **Enroll or Drop/Withdraw from a Course** link located in the **My Virtual Education Center** section on the GoArmyEd homepage. Next, select **Launch TA Request**.
7. The **ADD TA Request** screen displays. Select the **View TA Request** link.
8. The **SEARCH TA Request** screen displays. Select the **Search button** to view all **TA Request** forms that you have submitted. Select the title of the course you wish to print.
9. View the **TA Request** form for the class you selected. Select the **Print Request Form** link so you can print the form to send to your college. The college has been instructed by the Army to post grades to GoArmyEd within 14 days of the class end date, and no later than 45 days after the class end date.

**Authorized Levels**

ARNG FTA can pay for alternate delivery courses and credit-by-examinations from a college or university if they support the applicant’s goals and meet accreditation requirements. (See ARNG Testing, Certification, and Licensing policy for further guidance). Soldiers may use ARNG FTA to receive one degree/credential from each of the following levels. However, FTA may not be used for courses or programs leading to a lower or lateral postsecondary credential that is validated in the Soldiers official military personnel record except in the case for certification, certificates or licensure.

1. High School Diploma or its equivalency
2. Certificate and Licensure (undergraduate, graduate, vocational, technical)

3. Associate
4. Baccalaureate (Undergraduate)
5. Master's or First Professional (Graduate)

**Note:** Examples of first professional degrees include Architecture, Certified Public Accountant, Podiatry (D.P.M.), Dentistry (D.D.S. or D.M.D), Medicine (M.D.), Optometry (O.D.), Osteopathic Medicine (D.O.), Pharmacy (D. Phar.), Law (J.D.), and Theology (M.Div or M.H.L.).

#### **Service Commitment**

- Enlisted Soldiers and junior warrant officers (WO1) must serve in an active drilling status through the end date of the course unless involuntarily separated with an honorable discharge or be subject to full recoupment.
- Commissioned officers and commissioned warrant officers (CW2 – CW5) must serve at least 4 years of their remaining selected Reserve Duty Service Obligation (RDSO) from the date of completion of the course in which they received ARNG FTA; per US Code, otherwise recoupment will begin on a prorated basis. DA Form 5447-R (Officer Service Agreement) documents this military service obligation.

### **Duplication of Benefits for Use with Federal Tuition Assistance**

State FTA managers are fiscal agents of the US government and responsible to ensure applicants are not receiving duplication of federal funds in contradiction to US law and NGB guidance. Service members may use ARNG FTA in addition to other funding sources (i.e. ARNG Kicker, GI Bill programs, Loan programs, State-funded programs, etc.) to fund their educational expenses based on the following limitations:

- State-funded programs have no impact on FTA programs and should not be a factor in determining ARNG Federal TA, subject to any State laws or directives. ARNG FTA may be used concurrently with State TA but, combined, **may not exceed** 100% of tuition costs (can include approved fees as per policy).
- The ARNG's Enlisted Loan Repayment Program (ELRP), Health Professional Loan Repayment Program (HPLRP), and Chaplain Loan Repayment Program (CLRP) are education incentives and have no impact on receiving funds from the FTA program.
- ARNG Federal Tuition Assistance and ARNG Kicker and either the MGIB-SR or the REAP (Chapter 1607) may be combined providing the service member is attending school half-time or more. Federal Tuition Assistance, MGIB-AD and ARNG Kicker may also be combined.
- Guaranteed Reserve Forces Duty (GRFD) ROTC Scholarship and ARNG Kicker, and either REAP (Chapter 1607) or the MGIB-AD (Chapter 30) may be combined.
- In the case where an applicant is eligible for both ARNG Federal TA and a Pell Grant, ARNG FTA should be applied first to allow maximum use of Pell Grant funds.
- Eligible Soldiers may combine the Dedicated ARNG ROTC Scholarship and MGIB-AD (if they previously obtained this benefit while prior Active Duty).
- Applicants receiving ROTC scholarship funding (Tuition Option) under US Code 2107 or US Code 2107a **are not** entitled to ARNG FTA. Those electing the Room & Board option **are** entitled to use ARNG FTA.

### **State-Funded Education Programs**

State-funded programs vary from state to state. To see the most current description of state benefits by state visit ARNG's education web site at <https://www.education.ng.mil/> and select the US map icon or consult your State ARNG Education Office for details on the State's program.

### **ARNG Health Professional Loan Repayment Program (HPLRP)**

For Army Medical Department (AMEDD) officers who have an existing student loan obligation upon

joining the ARNG or acquired during their time as a member in the Army National Guard, this program may pay up to \$120,000.00 while they are a member of the ARNG. Current Army National Guard officers who extend their initial military service obligation may also be eligible for this program providing they meet certain requirements. An Army National Guard recruiter or your State Education Office personnel can provide more details. Visit <https://www.education.ng.mil/> and select the US map icon for the State Incentives Manager contact information.

### **ARNG Chaplain Loan Repayment Program (CLRP)**

The ARNG Chaplain Loan Repayment Program is offered for the purpose of maintaining adequate numbers of qualified chaplains within the ARNG. The maximum amount of the ARNG CLRP is limited to \$20,000.00 by law and covers the loan's principle, interest, and related expenses. The maximum annual payment made to eligible participants under the CLRP may not exceed \$6,666.66 for each year of the incentive term.

#### **Eligibility Criteria:**

- Must meet all the requirements for accessioning and commissioning as a Chaplain in the ARNG.
- Currently hold an appointment or commission as a Chaplain in the ARNG.
- Must sign a written agreement to serve not fewer than three years as a Chaplain in the ARNG.
- Possess a current endorsement from a religious organization listed as an endorser with the Armed Forces Chaplains Board.
- Must possess outstanding educational loans secured on or after October 1 1975; loans must have been applied towards a basic professional qualifying degree or graduate education.
- Individuals enrolled in the Chaplain Candidate Program are **not** eligible to participate in the ARNG CLRP.

Visit <https://www.education.ng.mil/> and select the US map icon for the State Incentives Manager contact information.

### **ARNG Enlisted Loan Repayment Program (ELRP)**

The ARNG Enlisted Loan Repayment Program (ELRP) is offered as an enlistment incentive for *prior- and non-prior service enlistees* who enlist into a CUIC, MTOE, Aviation Classification Repair Activity Depot (AVCRAD), Regional Training Institute (RTI), a Medical or Special Forces TDA unit, or a deploying TDA unit. ARNG Recruiters/Incentive Managers determine loan eligibility for enlistees who meet the following conditions:

- Qualify as a Category I, II, or IIIA enlistment (for non- prior service applicants only) (Armed Forces Qualification Test (AFQT) score of 50 or higher).
- Must contract for either a 6x2 service period or an 8x0 service period (maximum benefit of \$50,000.00).
- An applicant must be enlisted into a valid vacancy, or against a projected loss within 100% of the units authorized wartime strength at the time of enlistment.
- Non-prior service applicants must be MOS qualified in their duty position prior to payment. Prior service applicants must enlist DMOSQ to be eligible.

ARNG Retention NCOs/Incentive Managers determine eligibility of *current members* with existing loans who want to reenlist or extend for ELRP and meet the following criteria:

- Soldier must immediately reenlist or extend for a term of service that will provide a contractual obligation of not less than 6 years from the date of the ELRP agreement.
- Prior service Soldiers and currently serving Soldiers may be eligible for the ELRP if they have not previously received the ELRP as an enlistment, reenlistment, or extension option in the Selected Reserve and they have existing disbursed loans at the time the reenlistment or extension is signed.

- Soldiers must be MOS-qualified for the position for which they are reenlisting or extending.
- Soldiers may re-enlist/extend at any time in order to gain initial entry into the program and do not have to be within 12 months of their ETS.
- Soldiers who enter the program after 1 March 2009 and extend beyond their initial 6-year ELRP may continue to extend in this manner until they reach the maximum dollar amount that was authorized on the date of their initial ELRP contract.
- Any period of extension of less than 6 years will terminate ELRP eligibility.

**General Eligibility Criteria:**

- Qualifying loans established and disbursed after the date of enlistment can be eligible.
- The maximum annual payment is 15 percent of the eligible principle(s) or \$500.00, whichever is greater, plus the amount of any eligible interest that has accrued.
- Payments are capped at \$7500.00 annually.
- Glossary Non-prior service applicants are not eligible for an incentive.
- The Soldier must have one or more qualifying, disbursed loans in his/her own name at the time of enlistment/re-enlistment/extension.
- Entitlement is for the contracted period only.
- Enlisted Soldiers receiving ELRP will remain eligible while attending Officer Candidate School (OCS) or Warrant Officer Candidate School (WOCS) or after contracting into the ROTC/SMP programs. Soldiers can also remain eligible upon commissioning or appointment, subject to the original restriction that their loan will be paid within the same period established in their original enlistment documents.
- There is no maximum time in service requirement to be eligible for ELRP.

## **COMMISSIONING PROGRAMS**

Soldiers, who enjoy the Guard and want to increase their leadership potential, may want to consider entering one of the commissioning programs. Some of these programs cover tuition costs and provide an extra stipend for other expenses. Upon graduation, Soldiers may receive a commission as an officer. Visit Cadet Command's web site at <http://www.rotc.monroe.army.mil/> for details.

### **Reserve Officers' Training Corps (ROTC)**

Many colleges and universities have a Senior ROTC program as part of their curriculum. Army ROTC is a 2- to 4-year program in which there is no commitment for the first two years of classes. Prior to the third year, students will sign a service commitment (ROTC contract) and be formally enrolled in the "advanced" program. Thus, almost any student may enroll in the first levels (first two years) of the program. Veterans and current military members who are MOS-qualified (Military Occupational Specialty) may be eligible for an accelerated two-year ROTC program in lieu of the four-year program.

### **Early Commissioning Program (ECP)**

The Early Commissioning Program allows graduates of one of the country's five military junior colleges to become commissioned officers in the armed forces reserves in two years, instead of the usual four. The students must still go on to complete a bachelor's degree before serving as regular officers on active duty. The program is a major financial incentive for students to receive their commissions early and serve as officers while still attending college and gaining service time for promotions and retirement.

**Program Benefits (Consult your ESO for current rates and benefits)**

- Commissioned as a Second Lieutenant in two years
- Begin earning service time toward promotions and retirement following sophomore year in college

- Monthly stipends during first and second year while enrolled
- Paid as a Cadet/ E-5 in the Reserves or National Guard if enrolled in the Simultaneous Membership Program (SMP)
- Uniform allowance
- Book allowance payable per semester

**Program Obligations**

- Complete undergraduate degree within 36 months of graduation.
- Serve total of eight years in Reserves or National Guard or combination of active duty and reserves equal to eight years, beginning on the day you are commissioned as a Second Lieutenant.
- While contracted in the ROTC ECP program and pursuing your Bachelor’s Degree you will not be in a deployable status with your unit.

**Five Military Junior Colleges participate in the Early Commissioning Program in the United States:**

- **Wentworth Military Academy**, Lexington, Missouri. Wentworth Military Academy and College, founded in 1880, is a Military Junior College and private four-year college preparatory high school in Lexington, Missouri. Wentworth is the oldest military school west of the Mississippi River, and the campus is on the National Register of Historic Places.
- **Valley Forge Military Academy and College**, Wayne, Pennsylvania. Valley Forge Military Academy was founded in 1928 by Lieutenant General Milton G. Baker, who modeled many of the Academy’s drills, customs, and ceremonies after a British motif. Valley Forge offers a co-ed 2 year junior college program, as well as a military boarding school for young men grades seven through twelve.
- **New Mexico Military Institute**, Roswell, New Mexico. Founded in 1891 by Col. Robert S. Goss as the Goss Military Institute, and inspired by Virginia Military Institute, NMMI includes a four-year high school and a two-year junior college.
- **Marion Military Institute**, Marion, Alabama. Marion Military Institute is the state military college of Alabama. Founded in 1842 as Howard English & Classical School by the Alabama Baptist Convention, the school reorganized as Marion Military Institute in 1887.
- **Georgia Military College**, Milledgeville, Georgia. Georgia Military College, founded in 1879, includes a liberal arts junior college, a high school, and a middle school.

**Simultaneous Membership Program (SMP)**

Students attending college and enrolled in the ROTC program may be eligible for the SMP option. SMP is a two-year program. ROTC provides SMP cadets with a monthly subsistence allowance. Students may also apply for a Two-Year Reserve Forces Duty Scholarship or a Two-Year Dedicated Army National Guard Scholarship. Scholarships in ROTC programs pay for most tuition, and a flat rate for textbooks, classroom supplies, and equipment. Graduates (except Dedicated ARNG scholarship recipients who must serve in the ARNG) may be offered a commission as a second lieutenant in the Army, Army Reserves (USAR), or Army National Guard. SMP cadets are non-deployable and cannot be called to Active Duty. Basic and Advanced Training are deferred pending completion of SMP and commissioning. Ask your recruiter for information and a list of colleges offering Army ROTC.

**Eligibility Criteria**

- Army National Guard Soldiers attending colleges sponsoring ROTC units are eligible to apply for scholarships under the SMP option.
- Contracted advanced course cadets may participate in SMP. Basic course cadets are not eligible.

**To Apply**

- In addition to the necessary contracting forms from Cadet Command and USAR/ARNG, participants must complete DA Form 4824 (SMP Agreement between Cadet Command and the USAR Unit) or NGB Form 594-1 (SMP Agreement between Cadet Command and the ARNG Unit).

- To ensure service in the ARNG/USAR upon commissioning, the SMP cadet must obtain a Guaranteed Reserve Forces Duty (GRFD) control number from Cadet Command and complete Cadet Command Form 202-R (Guaranteed Reserve Forces Duty Non-Scholarship Endorsement) or Cadet Command Form 203-R (Guaranteed Reserve Forces Duty Scholarship Endorsement).

## **Federal Officer Candidate School (Active Component)**

The Federal OCS is conducted over a fourteen-week period at Fort Benning, GA.

### **Eligibility Criteria**

- Candidates must have a minimum of 90 semester hours from an accredited college or university and must furnish a copy of their official transcripts.
- Achieve a General Technical Aptitude Test (GT) score of 110 or higher on the Armed Services Vocational Aptitude Battery (ASVAB).
- Candidates must be no more than 42 years, 364 days of age at the time of commissioning. Minimum age requirement to enroll is 18. Beyond age 30, exceptions must be accompanied by a waiver.
- Candidates must have successfully completed Basic Combat Training (BCT) and AIT. Soldiers enlisting under the OCS Option must successfully complete BCT.
- To enroll, Candidates must be a US citizen and sign an Officer Service Agreement.
- For information on testing procedures, contact your State ESO.
- For information on application procedures, contact your chain of command.
- For assistance with degree planning, contact the Education Counseling Center at **1-866-628-5999**; **esc@pec.ngb.army.mil**.

## **State Officer Candidate School (OCS)**

The State OCS option is a 16-month course of instruction conducted in four phases. Upon commissioning, each officer will attend an Officer Basic Course (OBC) within 12 months in the branch to which they are assigned.

### **Eligibility Criteria**

- Candidates must have successfully completed Basic Combat Training (BCT) and Advanced Individual Training (AIT). Soldiers enlisting under the OCS Option must successfully complete BCT.
- Candidates must have a minimum of 60 semester hours from an accredited college or university annotated on an official transcript. Applicants with a 4-year degree must furnish a copy of their degree certificate.
- Achieve a General Technical Aptitude Test (GT) score of 110 or higher on the Armed Services Vocational Aptitude Battery (ASVAB).
- Candidates must complete 90 semester hours to be commissioned.
- Candidates must be no more than 39 years, 364 days of age at the time of commissioning. Minimum age requirement to enroll is 18. Beyond age 30, exceptions must be accompanied by a waiver.
- Candidates must sign an Officer Service Agreement.
- Candidates must provide proof of citizenship (naturalized or by birth). US citizenship is required for commissioning.
- For information on testing procedures, contact your State ESO.
- For information on application procedures, contact your chain of command.
- For assistance with degree planning, contact the Education Counseling Center/Operations at **1-866-628-5999** or email **esc@pec.ngb.army.mil**.

## **Accelerated Officer Candidate School (OCS)**

The National Guard Bureau (NGB) conducts a condensed seven-week accelerated OCS program for qualified personnel identified by their respective office and enrolled in the course. Candidates report for drills in April and May. The course is conducted over several weeks, from June to August, at Camp Meade, SD and Fort Lewis, WA. Candidates are eligible for commissioning upon course completion pending federal recognition.

### **Eligibility Criteria**

- Candidates must have a minimum of 90 semester hours from an accredited college or university annotated on an official transcript. Applicants with a 4-year degree must furnish a copy of their degree certificate.
- Achieve a General Technical Aptitude Test (GT) score of 110 or higher on the Armed Services Vocational Aptitude Battery (ASVAB).
- Candidates must be no more than 39 years, 364 days of age at the time of commissioning. Minimum age requirement to enroll is 18. Beyond age 30, exceptions must be accompanied by a waiver.
- Candidates must have successfully completed BCT and AIT. Soldiers enlisting under the OCS Option must successfully complete BCT.
- Candidates must sign an Officer Service Agreement.
- For information on testing procedures, contact your State ESO.
- Candidates must be a US citizen to enroll.
- For application information, contact your chain of command or your State ESO.
- For assistance with degree planning, contact the Education Counseling Center/Operations at **1-866-628-5999** or email **esc@pec.ngb.army.mil**.

## **Warrant Officer Candidate School (WOCS)**

The Reserve Component Warrant Officer Candidate School (RC-WOCS) is conducted at Fort Rucker, AL, over a four-week period and must be completed in order for the Soldier to be appointed. Soldiers may also be appointed following successful completion of OCS.

### **Basic Eligibility Criteria**

Basic eligibility requirements vary among military occupational specialties (MOS). You may find this information at <http://www.usarec.army.mil/hq/warrant/index.htm> and choose prerequisites which will list each MOS. The items listed below are universal for all applicants or applicable as indicated.

- Applicant must be a high school graduate or pass the General Education Development (GED) test at the high school level.
- Achieve a General Technical (GT) score of 110 or higher on the Armed Services Vocational Aptitude Battery (ASVAB).
- Applicant must be a United States citizen either by birth or naturalization.
- Applicant must hold a Secret Clearance; have completed Basic Non-Commissioned Officer Course (BNCOC); be E-5 or above; have 3-5 credit hours in English and meet identified age requirements.
- Applicant for technical specialties (non-rated aviation) must be at least 18 and not more than 46 years of age on effective date of initial appointment. Applicants eligible for appointment to the

grade of chief warrant officer, W-2, must not have reached 48 years of age.

- Applicant for rated aviation specialties must be at least 18 years of age and have the application/selection process completed no later than 27 years and 6 months of age, which will enable entrance into Initial Entry Rotary Wing training no later than 29 years of age.
- Applicant for aviation flight training must have a Flight Aptitude Selection Test (FAST) score of 90 or higher.
- For information on testing procedures, contact your State ESO.
- For information on application procedures, contact your chain of command or the command chief warrant officer located at your State headquarters.

## **Direct Commission**

The ARNG Direct Commission Program offers an alternate commissioning program for exceptionally qualified individuals. Soldiers must have a recommendation and be nominated by the chain of command. Nominees must possess a Baccalaureate degree and have a GT score of 110 or higher. The program does not replace or otherwise affect any commissioning programs. Each respective State Military Personnel Officer (MILPO) is the POC for direct commissioning.

## **ROTC SCHOLARSHIPS**

### **Guaranteed Reserve Forces Duty (GRFD) Scholarship and Dedicated ARNG (DEDNG) Scholarship**

Guaranteed Reserve Forces Duty (GRFD) and Dedicated Army National Guard (DEDNG) scholarships are available through the Army Reserve Officers' Training Course (ROTC). These scholarships guarantee that commissioned Cadets serve ARNG. GRFD scholarships are available for up to two years and allow simultaneous use with the Select Reserve Montgomery GI Bill (aka "Guard" GI Bill, Chapter 1606 or 1607). The DEDNG scholarship is available for up to three years but does not allow simultaneous use with the Guard GI Bill. Major scholarship qualifications include: US citizenship, 2.5 GPA, under 31 years of age for the entire year of commissioning, pass the Army Physical Fitness Test, meet Army height/weight standards, full-time student, and be of good moral character. Contact the Professor of Military Science (PMS) at your school's Army ROTC department to determine eligibility.

These scholarships pay full time tuition and mandatory fees, or can pay room & board (not to exceed \$10,000 per year). Room & board payment is for on campus (pays actual cost, not to exceed \$10,000) or off-campus (pays the average R&B plan for the university, not to exceed \$10,000). All scholarships come with a \$1,200 per year book allowance paid directly to the student. National Guard scholarships for room & board can be use with federal and/or state tuition assistance to cover all major college expenses (tuition & fees, room & board, books). Cadets are also paid a monthly stipend in the following amounts: \$350 for the sophomore year, \$400 for the junior year, and \$500 for the senior year. If eligible for Chapter 1606 Montgomery GI Bill (MGIB) the student may qualify for an additional \$350 per month MGIB "SMP" kicker.

Note that all ARNG scholarship students must participate in the Simultaneous Membership Program (SMP) with an ARNG unit when in school. The Cadet drills with an ARNG unit and is paid at the rank of E-5, approximately \$250 per month, unless already in the ARNG and holds a rank higher than E-5.

For additional information and details, contact your local ROTC battalion or the Army National Guard Program Manager.

## SECTION 5

### EXAMINATION PROGRAMS

Testing opportunities are offered at Commercial test sites, National Test Centers, Colleges and Universities, and the Education Services Office in each State. Tests range from certification exams and college-credit-by-examination to language aptitude and military classification tests. The day-to-day administration and coordination of the testing programs for the ARNG are provided and supervised at the State Education Services Office.

#### **Army Personnel Testing (APT) - Military only**

The APT program consists of tests in four category areas. The Army Personnel Testing Program Test Control Officer Handbook, August 2009, provides information regarding all tests found under this category, and it also contains ordering instructions. For the most current listing of APT tests visit <https://www.hrc.army.mil/site/protect/Active/Education/Extranet/>. An AKO user name and password are needed to access this site.

#### **The APT Test categories and titles are:**

1. Officer Testing Alternate Flight Aptitude Selection Test (AFAST)
2. Aptitude Testing
  - a. Armed Forces Classification Test (AFCT)
  - b. Armed Services Vocational Aptitude Battery (ASVAB)
3. Language and Aptitude Test
  - a. Defense Language Aptitude Battery (DLAB)
  - b. Defense Language Proficiency Test (DLPT I, II, III)
  - c. Defense Language Proficiency Test (DLPT IV) (Online)
  - f. Defense Language Reading Proficiency Test (DLRPT)

#### **To apply for APT testing:**

Soldier must initiate a DA Form 4187 Request for Personnel Action.

- The Commander/Readiness NCO/Unit Administrator signs the request and the Soldier forwards the document to the ESO.
- ESO personnel verify that the Soldier is eligible for testing using record data from iPERMS, DA 2-1, TAPDB-G or J1/MILPO. ESO forwards test request to TCO to establish a test date. **Note: The ESO and TCO could be the same person.**
- The TCO sets a test date, place and time for testing and notifies the Soldier.
- Upon completion of testing, the TCO inputs test results into iMARC, and provides the Soldier, the ESO, and the Unit Administrator a copy of the score for record update (the Unit Administrator sends a copy of the test score document to the MILPO for records maintenance and finance for pay update).
- Approval for re-testing is set forth in the applicable regulations.
- Request for re-testing as an exception to policy will be forwarded through:

Education Support Center  
ATTN: Testing Support Team  
PO Box 46  
Camp Joseph T. Robinson  
North Little Rock, AR 72199-9600

## Credit by Examination

ARNG Soldiers, their spouses, and civilian employees may benefit from free testing opportunities sponsored by the Defense Activity for Non-Traditional Education Support (DANTES), and save valuable time and money as well as receive college credit and/or promotion points. College examinations can help you earn college credit while in high school or college; enter college with earned credits; save time and money toward your college degree; and bypass introductory classes in subject areas you already know. ARNG credit-by-exam tests are administered in accordance with the DANTES Examination Program Handbook (DEPH). This reference provides examples of all forms, briefly describes test content, and sets forth administration, re-test, and security procedures. Consult the State Education Office about costs for specific tests. Some tests may include an administrative fee not covered by ARNG funds. For detailed information on DANTES testing programs visit <http://www.dantes.doded.mil/>, call 850-452-1111, x3122, or e-mail [exams@voled.doded.mil](mailto:exams@voled.doded.mil).

### Most commonly available tests include:

- **College Level Examination Program (CLEP).** CLEP subject examinations measure knowledge of basic concepts, principles, relationships, and applications involved in various subject areas.
- **eCLEP.** These computer-based CLEP exams are administered at more than 1,300 colleges and universities. Up-front funding is authorized for the test fee for eligible military and civilian examinees at National Test Centers. **Note: The advance registration fee for these tests is not funded.**
- **DANTES Subject Standardized Test (DSST).** DSST is an extensive series of examinations in college level and technical subjects comparable to the final or end-of-course exam in specific undergraduate courses. DSST can help you earn college credit while in high school or college; enter college with earned credits; save time and money toward your college degree; and bypass introductory classes in subject areas you already know.
- **Excelsior College Examinations (ECE).** ECE examinations are delivered at ARNG Test Centers and meet specific degree requirements of Excelsior College degrees.
- **General Education Development (GED).** The General Educational Development Exam (GED) was developed for adults who have not completed a formal high school education.
- **Assessment Test (ACT).** The ACT test assesses high school students' general educational development and their ability to complete college-level work
- **Scholastic Assessment Test (SAT).** SAT is a standardized test for college admissions. SAT can determine whether or not a person is ready for college.
- **Graduate Record Examination (GRE).** GRE is a commercially run standardized test that is an admission requirement for many graduate schools. The exam focuses on testing abstract thinking skills in the areas of mathematics, vocabulary, and analytical writing.
- **Graduate Management Admission Test (GMAT).** Graduate Management Admission Test is a computer adaptive standardized test in mathematics and the English language for measuring aptitude to succeed academically in graduate business studies. Business schools commonly use the test as one of many selection criteria for admission into an MBA program.
- **Law School Admission Test (LSAT).** Law School Admission Test is an examination administered by the Law School Admission Council (LSAC) that attempts to measure logical and verbal reasoning skills. Note: There is a testing fee for LSAT examinations.
- **The PRAXIS Series (tests for teacher licensing certification).** Praxis test is one of a series of teacher certification exams written and administered by the Educational Testing Service. Various Praxis tests are usually required before, during, and after teacher training courses.

**Note: Always ensure that the college you are attending will accept credit and inform you of acceptable passing scores for the test(s) you plan to take.**

## Test Center Options

National testing sites offer the following advantages:

- All 34 test titles are available.
- Availability of year-round testing on the “English Composition with Essay” test.
- Instant scoring for all but the “English Composition with Essay” test.

### National On-Campus Testing

For the nearest “Open” on-campus test center, visit [http://apps.collegeboard.com/cbsearch\\_clep/searchCLEPTestCenter.jsp](http://apps.collegeboard.com/cbsearch_clep/searchCLEPTestCenter.jsp) and follow the search criteria. An “Open” center agrees to test any examinee that pays the non-refundable advance registration fee. Those centers designated by an American flag are Military-Friendly test centers and actively promote testing services to members of the US Armed Forces. Military identification is required for DANTES-funded testing.

### National On-Base Testing

A growing number of military installations are contracting with national test centers to provide CLEP eCBT testing through their on-base education centers. Currently, this option is available at some installations in the continental US (CONUS). Testing is free to eligible military members and for a select group of civilian personnel. DANTES funds both the test fee and, through our contract with the College Board, pays for the administration of the test by the national test center.

### Army Education Centers (Paper-Based CLEP eCBT Testing)

Fourteen (14) high-volume CLEP eCBT paper-based tests are available at Army Education Centers. These tests are developed from the computer-based CLEP tests available at national test centers. Testing is free for eligible military personnel and for some civilians. For information on these tests and the testing fee involved, visit the DANTES web site at [http://www.dantes.doded.mil/dantes\\_web/examinations/CLEP.htm](http://www.dantes.doded.mil/dantes_web/examinations/CLEP.htm).

**Please Note: Check with your local State ESO to see which testing options are available.**

## Funding For Testing

### Army Education Centers

Most tests sponsored by DANTES offered at Army Education Centers are at no cost for eligible military personnel and on a limited funded basis to eligible civilians. CLEP and DSST are offered free to the ARNG Soldier and the ARNG spouse. DANTES authorizes up-front funding of the CLEP eCBT test fee for eligible military and civilian examinees at national test centers. **DANTES does not fund the advanced, non-refundable registration fee charged by national test centers to reserve a date and time for testing.** The examinee is responsible for paying this fee. For current testing and registration fees, consult your ESO or TCO.

### MGIB-AD

Department of Veterans Affairs will reimburse for national tests for admission to institutions of higher learning. These tests include but are not limited to the Law School Admission Test (LSAT), Graduate Record Exam (GRE) and Scholastic Aptitude Test (SAT). Tests such as College-Level Examination Program (CLEP) and Excelsior College Exams (ECE) are included as well. This benefit does not apply to the MGIB-SR or REAP. Currently this program is only available for MGIB-AD, VEAP, and DEA.

## Certification and Licensing

### Certification Testing

The ARNG, via DANTES, provides several Certification/Licensing programs. The program provides support and information to give Soldiers an opportunity to test on an assortment of credentialing examinations in such fields as Information Technology, Federal Communications, Human Resources Management, Automotive Services, and Emergency Medical Technology. The ARNG provides a reimbursement benefit for Soldiers that pays for one certification or licensure examination sponsored by

DANTES. Certification and licensure examinations are offered at your base Education Services Office test center and at national test centers. For more information visit <http://www.dantes.doded.mil/>.

### **Credentialing Opportunities Online (COOL)**

This resource is for Soldiers who want to know what civilian credentials relate to their MOS and how to obtain them. COOL explains how Army Soldiers can meet civilian certification and license requirements related to their Military Occupational Specialty (MOS). The COOL web site is located at <http://www.cool.army.mil/>.

## **Funding For Certification**

### **DANTES Funded Pilots**

DANTES certification and licensure programs offer free examinations to the service member. The Federal Communications Commission, Federal Aviation Administration, Automotive Service Excellence (ASE), and Microsoft are agencies sponsoring free certification examinations for the military member through DANTES. These tests are paid by the vendor. For additional information or to review any added pilots visit [http://www.dantes.doded.mil/dantes\\_web/certification/index.htm?Flag=True](http://www.dantes.doded.mil/dantes_web/certification/index.htm?Flag=True) and scroll to select the funded pilot program.

### **MGIB Reimbursement**

The Department of Veterans Affairs (DVA) will reimburse for a license or certification test taken on or after March 1, 2001 using the MGIB-AD. To receive this benefit you must complete VA Form 22-1990 (application) and VA Form 21-4138 (reimbursement). MGIB-SR (Chapter 1606 or REAP (Chapter 1607) participants became eligible for this benefit January 6, 2006 and Chapter 33 Post 9/11 participants became eligible 1 August 2009 for one Certification. The DVA will pay for tests even if failed.

### **DANTES Reimbursement**

The ARNG entered into an agreement with DANTES to provide reimbursement to ARNG candidates who take professional certification exams related to their Military Occupational Specialty (MOS). The ARNG provides funding through a Military Interdepartmental Purchase Request (MIPR). DANTES will track and process each reimbursement. The Soldier must complete the *DANTES Funded Certification Examination Form for Service Members*; ensure they obtain a signature from the Test Control Officer (TCO), and send the form along with a copy of the actual official score report from the professional association to DANTES, Code 20J, for reimbursement. The form and step-by-step instructions for reimbursement for Army National Guard Soldiers may be found at [http://www.dantes.doded.mil/dantes\\_web/certification/ARNG\\_Proc.htm](http://www.dantes.doded.mil/dantes_web/certification/ARNG_Proc.htm).

## **SECTION 6**

### **Army National Guard (ARNG) Education Support Center (ESC) Operations Branch NGB**

ARNG ESC is the One-Stop-Shop for education benefits for ARNG Soldiers, their spouse, and civilian employees of the Guard. The Center is located at the Professional Education Center (PEC) in North Little Rock, AR. Services are available Monday through Thursday (0700 to 1730) Friday (0700 to 1600), Central Time. The Counseling Team members can be reached at **1-866-628-5999** and at **esc@pec.ngb.army.mil**.

### **Counseling Support Team (CST)**

The ESC CST staff works together with your state Education Services Office to meet your educational counseling needs. Career guidance, military experience evaluation and degree planning are features of this center. These services allow ARNG Soldiers and their family members to make informed choices. Education Counselors are available to help answer questions about financial aid, tuition assistance, GI Bill benefits, testing programs and/or college degree completion. You are only a phone call away from getting education benefits information. Please contact the CST at **esc@pec.ngb.army.mil** or **1-866-628-5999**.

### **Military and Civilian Credit Assessment**

Soldiers may earn college credit for their Military Occupation Specialty (MOS), military training courses, college level examinations, traditional college courses and professional certifications. You may already have recommended credits that can be applied toward a degree. Documents evaluated include: AARTS transcripts, DA Form 1059s or certificates for military training, college level testing (CLEP, DSST, and Excelsior Exams), traditional college courses and corporate training. To find out where you stand, request an evaluation. The team will consolidate all credits from traditional and non-traditional sources into one comprehensive education plan that can save hundreds of dollars in tuition costs and hours of valuable time!

### **College Degree Planning**

Counselors are available to balance the student's needs, military and civilian evaluation (see above), and previously earned college credit against various colleges or universities' degree requirements. Counselors are available to advise/support applicants throughout the degree completion process. Undergraduate (Associates/Bachelor degrees) requests for degree planning will involve the evaluation and then degree planning. Once the military/civilian credit assessment is complete, credits are merged into college degree plans that are tailored to meet the applicant's educational goals. The applicant will then receive three degree plan options. Graduate (Master and Doctorate) requests for degree planning will involve providing the applicant with three degree templates with a graduate comparison matrix. Information on this process can be obtained at **esc@pec.ngb.army.mil** or **1-866-628-5999**.

### **Officers without Degrees (OWD) Program**

Through this program the ESC team identifies, counsels, and tracks all Company Grade Officers through degree completion. The ESC works with Officer Strength Manager (OSMs), Commanders, MILPOs, and Education Services Officer (ESOs) to assist Officer Candidates /Officers with meeting their civilian education requirements per AR 621-108 and AR 135-155.

The ESC team will assist OWDs with their current degree program or work with the Officer to select a degree plan that meets their needs. The Officer will receive periodic emails from an automated notification system every three months (end of each semester). The Officer is encouraged to provide updated education information on their progress toward degree completion to the Officer Counselors. Officer education status information will be entered into the iMARC Education data base tracking system

for counseling and advising purposes. If the Officer needs assistance or receives orders to deploy, then this information should be communicated to an Officer Counselor at [officers@ng.army.mil](mailto:officers@ng.army.mil) or **1-866-628-5999**.

## **DISCOVER**

This online system provides guidance information to help Soldiers, dependents and civilian employees make important career and educational decisions. Through research-based assessments and a developmental guidance process, DISCOVER matches a student's interests, abilities and job values to help them explore career and educational options. All members, their dependents, and employees of the ARNG are eligible. Students may obtain a free user ID and password (token) from the ARNG Education Counseling Center at **1-866-628-5999**, from their ARNG State Education Office, or at <https://www.education.ng.mil/>.

## **Army/American Council on Education (ACE) Registry Transcript System (AARTS)**

An AARTS transcript contains a record of all of the Soldier's military educational experiences, including those for which there are evaluated college credit recommendations. This document helps college registrars award college credit for learning experiences gained while in the military, provides a supplement to a Soldier's résumé and provides employers with a good understanding of the scope of responsibilities and skills acquired while serving in the military. Acceptance of ACE credit recommendations varies depending on an institution's policies, procedures, and degree requirements. To request a transcript visit the AARTS web site at <http://aarts.army.mil/> and select "Ordering a Transcript."

## **Apprenticeships and On-The-Job-Training (OJT) Programs**

This is an opportunity to gain civilian employment while in the ARNG. Several States have programs that equate to civilian jobs. ARNG members may be eligible to receive GI Bill benefits while working in a civilian job. Military skills that are registered apprenticeship occupations are jobs in fields such as mechanics, installers and repairers, medical technicians, therapists, computer network engineers, web site developers, and many, many others. Programs vary from State to State. For details on your State program, contact your ESO.

## **Verification of Military Experience and Training (VMET)**

The VMET document is an "all-services" integrated form which displays demographic, training, and experience information that is retrieved from various automated sources. It lists your military experience and training which may have application to employment in the private sector. Use the document as a tool to prepare résumés and job applications, in concert with evaluation reports, training certificates, awards, transcripts, and other pertinent documents. It is *not an official transcript* for purposes of granting college credit, but it can be used to support training and/or course requirements to qualify for civilian occupations, certificates, licenses, or programs of study. Credit recommendations from the American Council on Education (ACE) for occupations and/or courses are listed when they are available; academic institutions determine which credits are applicable to a program of study. For additional information visit the VMET web site at <https://www.dmdc.osd.mil/vmet/>.

## **Troops to Teachers**

Troops to Teachers provides referral financial aid, assistance, and placement service to eligible military personnel interested in beginning a second career as a teacher in K-12 public education. The No Child Left Behind Act allocates federal dollars from the Department of Education to continue the Troops to Teachers Program. The Program is managed by the Defense Activity for Non-Traditional Education Support (DANTES). The DANTES Troops to Teachers office helps registrants identify teacher certification requirements, programs leading to certification, employment opportunities, and financial aid for eligible participants.

The goal of Troops to Teachers is to help improve American education by providing mature, motivated,

experienced and dedicated personnel to teach in those schools where their skills are most needed. The program has three objectives:

- Help relieve teacher shortages, particularly in math, science, special education and other “high needs” subject areas.
- Provide positive role models for the nation’s public school students.
- Assist military personnel to successfully transition to teaching as a second career.

The funding provided will maintain the network of Troops to Teachers State Support Offices to assist participants with certification requirements and employment leads. In addition, financial assistance may be available for eligible participants - a stipend to reimburse costs associated with becoming certified to teach. Recipients of these stipends must agree to teach for three years in a school located in a “high-need” district. A bonus is available to those who agree to teach for three years in a school that serves a high percentage of students from low-income families. Additional information on Troops to Teachers may be found at the DANTES web site or at <http://www.proudtoserveagain.com/>. This site links with other sites providing employment opportunities, a Troops to Teachers network, and a database of participants.

### **Army e-Learning (Smart Force)**

Smart Force is an Army Computer Based Training (CBT) System that provides free access to more than 1,500 Information Technology, Business Skills, and Interpersonal Skills courses and personal mentoring. These courses may apply as college credit and may count for promotion points. Courses in application development, systems administration, business skills, and interpersonal skills are a good source for use in preparation of some certification exams. For further information and to enroll visit <https://www.atrrs.army.mil/channels/eLearning/smartforce/> and log onto Army eLearning.

### **Rosetta Stone**

Online access to all 31 Rosetta Stone language training courses is free to all Army Active, Guard, and Reserve soldiers as well as Army civilian employees and contracted ROTC and US Military Academy (USMA) cadets. You can access the training by logging onto Army e-Learning at <http://usarmy.skillport.com>. If it is the first time you have used Army e-Learning click the registration button in the middle of the page and after registering come back and log on to Army e-Learning to start your language training. The lessons are self-paced, self-directed and active duty soldiers earn one promotion point for each five hours of training credit they complete while reserve soldiers earn one retirement point for each three hours of training credit they complete.

## SECTION 7

### SERVICEMEMBERS OPPORTUNITY COLLEGES (SOC)

SOC is a consortium of more than 1,900 institutions of higher education, 15 national higher education associations, the Department of Defense, and the military services, (including the National Guard and the Coast Guard), dedicated to supporting, expanding, and improving the voluntary postsecondary education needs of servicemembers worldwide.

SOC member institutions are accredited, degree granting, and are listed in the Higher Education Directory (HEP). As members, they agree to: a reasonable transfer of credit to avoid excessive loss of previously earned credit and avoid course work duplication; recognize and use the *ACE Guide to the Evaluation of Educational Experiences in the Armed Services* in evaluating and awarding academic credit for military training and experience; award credit for at least one nationally-recognized testing program such as College-Level Examination Program (CLEP), DANTES Subject Standardized Tests (DSST), Excelsior College Examinations (ECE); and limit academic residency requirements to no more than 25% of the overall degree requirement, or 30% if the degree is **entirely** online.

Each institutional member has designated an Institutional Representative, SOC Counselor, and VA Counselor to assist servicemembers with their educational requirements and answer their questions. These individuals are the Soldier's first line of contact for issues involving their education.

SOC members welcome the added advantage of Soldier-students attending their institutions and are committed to enhancing the quality of their work through education. Soldiers with questions or concerns about SOC colleges and universities can call SOC's helpline at **1-800-368-5622** for assistance. For more information visit SOC's web site at <http://www.soc.aascu.org/>.

#### **SOC can help you:**

- Minimize loss of credit and duplication of coursework if you change schools;
- Work with designated SOC Counselors at the school to resolve education issues.
- Resolve mobilization issues such as tuition refunds, student loan, GI Bill status, re-enrollment upon redeployment, and other issues related to interrupting your education for a call to Active Duty.

### **SOCGuard**

SOCGuard was established to develop education partnerships and broaden education outreach pursuits in support of Army National Guard recruiting and retention activities. SOCGuard functions as the liaison between the higher education community and the Army National Guard. The SOCGuard project staff members, in cooperation with the National Guard Bureau, and National Guard strength maintenance and education services personnel within each State, work with the ARNG Education Support Center, high schools, and SOC colleges to help ARNG Soldiers realize their full military and civilian potential. Additionally, SOCGuard encourages colleges and universities to apply for SOC membership, become a partner in education with the ARNG, and enrich educational opportunities for Guard members. For information on SOCGuard visit <http://www.soc.aascu.org/socguard/>.

#### **SOCGuard:**

- Serves as the higher education liaison and adviser to the National Guard Bureau (NGB) Education, Incentives and Employment (ARNG-GSE) and the Army National Guard (ARNG) in all 54 states and territories;
- Assists state ARNG Education Services Officers (ESOs) in college outreach and family support services;
- Assists the ARNG in marketing educational opportunities to recruit and retain college-capable Soldiers;
- Supports ARNG ESOs, units, and Soldiers on issues related to activation and mobilization;
- Encourages ARNG members to make maximum use of education benefits.

**SOCGuard outreach activities include:**

- College workshops in cooperation with State ESOs
- Higher Education conferences
- Recruiter training
- College campus visits
- Publications for Soldiers, students, and college administrators
- Activation and mobilization support

# APPENDIX A

## CONTACTS AND LINKS

### Contacts

The following points of contact are available for information and assistance:

#### **Servicemembers Opportunity Colleges**

1307 New York Avenue, NW

5th Floor

Washington, DC 20005

Toll free: 1-800-368-5622

Commercial: 202-667-0079

Fax: 202-667-0622

Email: [socmail@aascu.org](mailto:socmail@aascu.org)

Internet: <http://www.soc.aascu.org/>

#### **ARNG Education Support Center, Counseling Support Team**

Box 46

Camp Joseph T. Robinson

North Little Rock, AR 72199-9600

Toll Free: 1-866-628-5999

Commercial: 501-212-4940

Fax: 501-212-4928

Email: [esc@pec.ngb.army.mil](mailto:esc@pec.ngb.army.mil)

Internet: <http://www.education.ng.mil/>

#### **Defense Activity for Non-Traditional Education Support (DANTES)**

6420 Saufley Field Road

Pensacola, FL 32509-5243

Commercial: 850-452-1111

Internet: <http://www.dantes.doded.mil/>

#### **Army/ACE Registry Transcript System (AARTS)**

415 McPherson Avenue

Ft. Leavenworth, KS 66027-1373

Toll free: 1-866-297-4427

Commercial: 913-684-3269

Fax: 913-684-2011

Internet: <http://aarts.army.mil/>

### Links

The following related links are listed to provide reference information:

#### **ARNG Education Web Site**

<https://www.education.ng.mil/>

#### **SOCGuard- ARNG College Liaison**

<http://www.soc.aascu.org/>

#### **Montgomery GI Bill**

<http://www.gibill.va.gov/>

#### **VA Online Application for Benefits**

<https://vabenefits.vba.va.gov/vonapp/main.asp>

#### **Federal Tuition Assistance and ARNG Statement of Understanding (SOU)**

<https://minuteman.ngb.army.mil/benefits>

**DoD Transferability GIBILL website**

<http://www.dmdc.osd.mil/TEB>

**Free Military Transcripts**

<http://aarts.army.mil>

**Free Testing, Certification, and Licensing**

<http://www.dantes.doded.mil>

**Verification of Military Experience and Training (VMET)**

[https://www.dmdc.osd.mil/vmet/owa/vmet\\_web\\_display.login](https://www.dmdc.osd.mil/vmet/owa/vmet_web_display.login)

**Solomon Amendment**

<http://www.aacrao.org/publications/Solomon.pdf>

**Office of the Secretary of Defense-Reserve Affairs**

<http://www.defenselink.mil/ra/>

**US Department of Education - Student Financial Assistance**

<http://studentaid.ed.gov/PORTALSWebApp/students/english/index.jsp>

# APPENDIX B

## DUPLICATION OF BENEFITS FOR USE WITH ARNG KICKER

State GI Bill Managers are, in essence, fiscal agents of the US government and responsible to ensure applicants are not receiving duplication of federal funds, in contradiction of US Code Title 10 and per NGB guidance. Servicemembers may use ARNG Kicker in addition to other funding sources (i.e. FTA, GI Bill programs, Loan programs, State-funded programs, etc.) to fund their education expenses based on the following limitations:

- State-funded programs have no relevance on GI Bill programs and should not be a factor in determining federal funding, pending any State laws or directives. Soldiers may simultaneously use State-funded programs and federal benefits, not to exceed 100% of tuition costs, unless specified otherwise by State law.
- Enlisted Loan Repayment Program (ELRP), Health Professional Loan Repayment Program (HPLRP), and Chaplain Loan Repayment Program (CLRP) are education incentives, which have no relevance on receiving funds from the ARNG Kicker or other GI Bill programs. Servicemembers are eligible to receive this incentive, providing they meet the criteria in the current fiscal year Selected Reserve Incentive Program Policy Guidance.
- Federal Military Technicians are not eligible to receive ARNG Kicker benefits.
- Traditional ARNG servicemembers (non-AGR) may combine programs if they qualify. The following combinations are acceptable to use with ARNG Kicker:
  1. Guaranteed Reserve Forces Duty (GRFD) ROTC Scholarship and ARNG Kicker and either the MGIB-SR or REAP Chapter 1607 or the MGIB-AD.
  2. Dedicated ARNG ROTC Scholarship and MGIB-AD (if they previously obtained this GI Bill benefit while on prior service Active Duty).
  3. ARNG Federal Tuition Assistance and ARNG Kicker and either the MGIB-SR or the REAP Chapter 1607, providing the servicemember is attending school half-time or more.
  4. Guaranteed Reserve Forces Duty (GRFD) ROTC Scholarship and ARNG Kicker and either the MGIB-SR or the REAP Chapter 1607 or the MGIB-AD.
  5. Federal Tuition Assistance and MGIB-AD and ARNG Kicker.
  6. MGIB-AD and ARNG Kicker.
  7. Federal Tuition Assistance and ARNG Kicker and either the MGIB-SR or REAP Chapter 1607, providing the servicemember is attending school half-time or more.
- Active Guard Reserve (AGR) servicemembers may combine programs with the ARNG Kicker, if they qualify. For example:
  1. Federal Tuition Assistance and MGIB-AD (as Top-Up).
  2. MGIB-AD, if half-time or more.
  3. REAP Chapter 1607.
- Mobilized ARNG servicemembers may combine programs if they qualify. For example:
  1. Federal Tuition Assistance and ARNG Kicker and MGIB-AD (as Top-Up, reduced benefit when the servicemember is on Active Duty) if the servicemember is attending school half-time or more.
  2. Federal Tuition Assistance and ARNG Kicker and either the MGIB-SR or REAP Chapter 1607 if the servicemember is attending school half-time or more.

3. Federal Tuition Assistance and MGIB-AD (as Top-Up, reduced benefit when the servicemember is on Active Duty) if the servicemember is attending school half-time or more.
4. Federal Tuition Assistance and either the MGIB-SR or REAP Chapter 1607 if the servicemembers is attending school half-time or more.



Developed by:

**Servicemembers Opportunity Colleges  
SOCGuard**

Published by:

**National Guard Bureau**  
111 South George Mason Drive  
Education, Incentives, and Employment  
ARNG-GSE  
Arlington, VA 22204

