

TA MARADMIN 687/14 and the website link:

<http://www.marines.mil/News/Messages/MessagesDisplay/tabid/13286/Article/172707/fy15-tuition-assistance-ta-guidelines-update.aspx>

FY15 TUITION ASSISTANCE (TA) GUIDELINES UPDATE

By | December 30, 2014

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MARADMIN 687/14

MSGID/GENADMIN/CMC WASHINGTON DC MRA MF (UC)/F002//

SUBJ/FY15 TUITION ASSISTANCE (TA) GUIDELINES UPDATE//

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NARR/REF A IS MCO 1560.25, MARINE CORPS LIFELONG LEARNING PROGRAM (SHORT TITLE: LL PROGRAM). REF B IS DODI 1322.25, VOLUNTARY EDUCATION PROGRAMS INCORPORATING CHANGE 3 EFFECTIVE 7 JULY 2014. REF C IS MCO P1400.32D CH2, MARINE CORPS PROMOTION MANUAL, VOLUME 2, ENLISTED PROMOTIONS (SHORT TITLE: MARCORPROMMAN, VOL2, ENLPROM). REF D IS MCO P1400.31C CH1, MARINE CORPS PROMOTION MANUAL, VOLUME 1, OFFICER PROMOTIONS (SHORT TITLE: MARCORPROMMAN, VOL 1, OFFPROM).//

POC/DARYL PATRICK/CIV/UNIT: MFR/-/TEL: 703-784-9550//

1. IN CONJUNCTION WITH REF A, AND DUE TO THE RECENT PUBLICATION OF REF B, THIS MARADMIN PROVIDES TUITION ASSISTANCE (TA) UTILIZATION REQUIREMENTS AND PROCEDURES FOR SAFEGUARDING OF FUNDS. THE CONTENTS OF THIS MARADMIN WILL BE INCORPORATED INTO THE UPCOMING REVISION OF REF A. TA IS A DISCRETIONARY BENEFIT, NOT AN ENTITLEMENT, AND IS PROVIDED SUBJECT TO THE AVAILABILITY OF APPROPRIATED FUNDS. AN EDUCATION SERVICE OFFICER (ESO) AND EDUCATION SUPPORT PERSONNEL ARE AVAILABLE AT ALL INSTALLATIONS TO ASSIST MARINES IN DEVELOPING PERSONAL AND PROFESSIONAL EDUCATION PLANS AND TO MAKE INFORMED ACADEMIC INSTITUTION SELECTIONS THAT SUPPORT THEIR EDUCATION GOALS.

2. TA ELIGIBILITY CRITERIA. COMMAND APPROVAL OF TA IS CONTINGENT UPON THE COMMAND'S ANTICIPATED MISSION REQUIREMENTS. TA IS AUTHORIZED ONLY FOR MARINES WHO MEET THE STANDARDS AND ELIGIBILITY CRITERIA CONTAINED HEREIN AND IN REFERENCES A-C. COMMANDERS SHALL ENSURE MARINES MEET ALL ELIGIBILITY CRITERIA.

(A) FIRST TIME ACTIVE DUTY TA APPLICANTS SHALL HAVE A MINIMUM TIME IN SERVICE OF 24 MONTHS FROM THEIR ARMED FORCES ACTIVE DUTY BASE DATE.

(B) MARINES SHALL BE ELIGIBLE FOR PROMOTION PER REFERENCES C AND D.

(C) PRIOR TO TA APPROVAL, FIRST-TIME TA APPLICANTS SHALL COMPLETE THE MARINE CORPS INSTITUTE PERSONAL FINANCIAL MANAGEMENT (COURSE

ID 3420G).

(D) TA SHALL BE AUTHORIZED FOR FIRST-TIME TA APPLICANTS FOR ONLY ONE COURSE, UNLESS DOCUMENTATION IS PROVIDED THAT THE MARINE HAS AT LEAST AN ASSOCIATE'S DEGREE OR AT LEAST SIXTY (60) ACADEMIC CREDITS AND A MINIMUM GRADE POINT AVERAGE (GPA) OF 2.5.

(E) MARINES MAY NOT ACTIVELY PARTICIPATE IN MORE THAN TWO TA-FUNDED CLASSES SIMULTANEOUSLY.

(F) TA FUNDS FOR APPROVED INVOLUNTARY WITHDRAWAL WAIVERS AND FAILED COURSES WILL COUNT TOWARD THE INDIVIDUAL FISCAL YEAR CEILINGS.

(G) TA SHALL BE AUTHORIZED FOR ONLY ONE COURSE IN THE NEXT ACADEMIC TERM IN THE EVENT THAT (1) OVERALL UNDERGRADUATE OR GRADUATE GPA FALLS BETWEEN 2.0 AND 2.5, (2) A GRADE OF "D" OR "F" IS RECEIVED IN ANY COURSE DURING THE PREVIOUS TERM, OR (3) A VOLUNTARY WITHDRAWAL OCCURRED FROM ANY COURSE DURING THE PREVIOUS TERM.

(H) MARINES USING TA MUST MAINTAIN A CUMULATIVE GPA OF 2.0 OR HIGHER AFTER COMPLETING 15 SEMESTER HOURS, OR EQUIVALENT, IN UNDERGRADUATE STUDIES, OR A GPA OF 3.0 OR HIGHER AFTER COMPLETING 6 SEMESTER HOURS, OR EQUIVALENT, IN GRADUATE STUDIES, ON A 4.0 GRADING SCALE. IF THE GPA FOR TA-FUNDED COURSES FALLS BELOW THESE MINIMUM GPA LIMITS, TA WILL NOT BE AUTHORIZED AND MARINES WILL USE ALTERNATIVE FUNDING TO ENROLL IN COURSES TO RAISE THE CUMULATIVE GPA TO 2.0 FOR UNDERGRADUATE STUDIES OR 3.0 FOR GRADUATE STUDIES.

(I) TA IS AUTHORIZED ONLY FOR TUITION CHARGES PER REF B. MARINES ARE RESPONSIBLE FOR NON-TUITION FEES INCLUDING BUT NOT LIMITED TO COSTS ASSOCIATED WITH ROOM, BOARD, DISTANCE LEARNING, EQUIPMENT, SUPPLIES, BOOKS/MATERIALS, EXAMS, INSURANCE, PARKING, TRANSPORTATION, ADMISSIONS, REGISTRATION, OR FINES.

(J) COURSE WORK WITH A START DATE BETWEEN 15 AND 30 SEPTEMBER 2015 MUST BE COMMAND APPROVED BY 14 SEPTEMBER 2015.

(K) CAREER AND TECHNICAL EDUCATION CERTIFICATE PROGRAMS MUST BE ACCREDITED BY AN ACCREDITING BODY RECOGNIZED BY THE DEPARTMENT OF EDUCATION, BE APPROVED BY THE DEPARTMENT OF VETERANS AFFAIRS, HAVE A SIGNED DOD MEMORANDUM OF UNDERSTANDING IN ORDER TO RECEIVE TUITION ASSISTANCE, AND COMPLY WITH TA ELIGIBILITY REQUIREMENTS IN PARAGRAPH (P) BELOW. PER REFERENCE A, ALL MARINES ARE ELIGIBLE TO OBTAIN ONE CERTIFICATE FROM AN ACADEMIC INSTITUTION DURING THEIR CAREER.

(L) REIMBURSEMENT WILL BE REQUIRED FROM MARINES IF A SUCCESSFUL COURSE COMPLETION IS NOT OBTAINED. FOR THE PURPOSE OF REIMBURSEMENT, A SUCCESSFUL COURSE COMPLETION IS DEFINED AS A GRADE OF "C" OR HIGHER FOR UNDERGRADUATE COURSES, A "B" OR HIGHER FOR GRADUATE COURSES, AND A "PASS" FOR "PASS/FAIL" GRADES FOR COURSES USING THAT CRITERIA. TA FUNDS WILL BE RECOUPED FROM MARINES FOR "D" AND "F" GRADES FOR UNDERGRADUATE COURSES AND "C" AND BELOW GRADES FOR GRADUATE COURSES, UNRESOLVED INCOMPLETE "I", OR COURSES

FROM WHICH THE MARINE VOLUNTARILY WITHDREW, RESULTING IN A “W” GRADE PER REF B. RECOUPMENT FOR WITHDRAWALS RELATED TO DUTY, MEDICAL OR EMERGENCY CIRCUMSTANCES MAY BE WAIVED. WAIVER REQUIREMENTS AND PROCESSES ARE CONTAINED IN REF A. RECOUPMENT FOR UNDERGRADUATE GRADES OF “D” OR BELOW AND GRADUATE GRADES OF “C” AND BELOW WILL NOT BE WAIVED.

(M) OPEN ISSUES IN MARINES’ TA ACCOUNTS, INCLUDING INCOMPLETE COURSES, REIMBURSEMENT ISSUES, AND WAIVERS, MUST BE RESOLVED AND POSTED TO THE STUDENT RECORD PRIOR TO APPROVAL OF FUTURE TA REQUESTS.

(N) IN ADDITION TO THE REQUIREMENTS FOR OFFICERS IN REF A, RESERVE COMPONENT OFFICERS ON ACTIVE DUTY ORDERS MUST HAVE AN END OF ACTIVE SERVICE (EAS) DATE OF TWO YEARS BEYOND THE COMPLETION DATE OF THE REQUESTED CLASS IN ORDER TO BE APPROVED FOR TA.

(O) ENLISTED MARINES MUST HAVE AN EAS OF 60 DAYS BEYOND THE COMPLETION DATE OF THE COURSE IN ORDER TO BE APPROVED FOR TA.

(P) TA IS NOT AUTHORIZED FOR NON-CREDIT COURSES, TRAINING PROGRAMS, OR PROFESSIONAL CREDENTIALING PROGRAMS UNDER CONTINUING EDUCATION OR WORKFORCE DEVELOPMENT.

(Q) MARINES ASSIGNED TO MOS SCHOOL OR RESIDENTAL PME (I.E., STAFF COLLEGE, CPL COURSE, SGTS COURSE, CAREER COURSE, ETC.) ARE NOT AUTHORIZED RECEIPT OF TA UNTIL THEY RETURN TO THEIR REGULAR OR PERMANENT DUTY.

(R) MARINES ATTENDING VOCATIONAL/TECHNICAL CERTIFICATE PROGRAMS WITH MORE THAN ONE CLASS OR MODULE WILL ONLY BE APPROVED TA FOR TWO CLASSES OR MODULES AT A TIME.

(S) TA IS NOT AUTHORIZED FOR GRADUATE STUDIES BEYOND THE MASTER’S DEGREE LEVEL.

3. TA FUNDING MANAGEMENT. THE MARINE CORPS TA FUNDING BUDGET WILL BE DIVIDED INTO FISCAL QUARTERS. ONCE QUARTERLY FUNDS ARE EXHAUSTED, TA APPROVALS WILL BE DEFERRED UNTIL THE FOLLOWING QUARTER AND PRIORITIZED ON A FIRST COME FIRST SERVED BASIS. TA REQUESTS CAN ONLY BE SUBMITTED WITHIN 60 DAYS OF THE START DATE OF THE CLASS.

4. MARINES ARE ENCOURAGED TO PARTICIPATE IN ALL APPROPRIATE PERSONAL AND PROFESSIONAL DEVELOPMENT PROGRAMS, INCLUDING, BUT NOT LIMITED TO:

(A) UNITED STATES MILITARY APPRENTICESHIP PROGRAM AT [HTTPS://WWW.USMAP.CNET.NAVY.MIL\(SLASH\)USMAPSS\(SLASH\)STATIC\(SLASH\)USMAP.JSP](https://www.usmap.cnet.navy.mil/usmapss/static/slashed.usmap.jsp).

(B) COLLEGE LEVEL EXAMINATION PROGRAM/DANTES SUBJECT STANDARDIZED TESTS/CREDIT-BY-EXAM AS APPROPRIATE AT [HTTP://WWW.DANTES.DODED.MIL](http://www.dantes.doded.mil).

(C) NO-COST FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) CLASSES AS FOUND AT [HTTP://TRAINING.FEMA.GOV\(SLASH\)IS\(SLASH\)CRSLIST.ASP](http://training.fema.gov/is/crslst.asp), AND

HTTP:(SLASHSLASH)TRAINING.FEMA.GOV(SLASH)EMIWEB(SLASH)DOWNLOADS(SLASH)TRANRQUST1.PDF.

(D) MARINE CORPS CREDENTIALING OPPORTUNITIES ONLINE (COOL) FOUND AT HTTP:(SLASHSLASH)WWW.COOL.NAVY.MIL(SLASH)USMC, AND HTTP:(SLASHSLASH)WWW.COOL.NAVY.MIL

5. MARINES ARE HIGHLY ENCOURAGED TO SELECT SCHOOLS PARTICIPATING IN: SERVICEMEMBERS OPPORTUNITY COLLEGES DEGREE NETWORK SYSTEM, OR THE MARINE CORPS CAREER COLLEGE PROGRAM. INFORMATION CAN BE FOUND AT

HTTP:(SLASHSLASH)WWW.SOC.AASCU.ORG(SLASH)SOCMAR(SLASH)MCCCP.HTM L.

6. RELEASE AUTHORIZED BY BGEN R. A. C. SANBORN, DIRECTOR, MARINE AND FAMILY PROGRAMS DIVISION.//