Your WebTA account: https://myeducation.netc.navy.mil

TO BECOME ELIGIBLE FOR TA, CAREFULLY FOLLOW THIS CHECKLIST:

☐ General Technical (GT) Score — Your GT score must be 100 or above. Do you have prior college credit? If so, let us know. If not, then you will take the Test of Adult Basic Education (TABE). A score of 10.2+ or higher will make you eligible for TA. The TABE registration form is available at the Education Center or online at http://mccshawaii.com/edcenter. The Base Library (Bldg 219) has TABE study guides.

☐ “College 101” Class — This mandatory, face-to-face class is held the FIRST and THIRD WEDNESDAY of every month, from 1130 to 1230 in Bldg 220. If you cannot attend this class, please call us. The course explains all of your USMC Voluntary Education benefits, and provides step-by-step instructions on using the WebTA system. We can also deliver this class at your unit, upon command request.

☐ Online JKO: Higher Education Preparation (HEP) Course — Go to https://jkodirect.jten.mil and complete this training. Upload your certificate of completion to your WebTA account. JKO course number: HEP-US001.

☐ Online JKO: Personal Readiness Seminar (PRS) Survival Skills Course — Go to https://jkodirect.jten.mil and complete this training. Upload your certificate of completion to your WebTA account. JKO course number: J3O P-US1395.

☐ Update Your Contact Info — Once the above is complete, access your WebTA account and update your contact info. If your account says “Ineligible,” please call us.

☐ Upload Your Degree Program — Once your school has given you a copy of your degree program (the list of courses you need to take to earn that degree), upload that document to your WebTA account.

PRO TIP: Do not enroll into your classes until your TA Application is approved. This policy protects both you and the government.
**“Anchor Schools” at MCBH**

- These universities offer both online and traditional face-to-face classes
- Academic advisors are available on the 2nd deck of the Education Center (M-F)

**Embry-Riddle Aeronautical University:**
- Web: [www.erau.edu](http://www.erau.edu)
- Email: kaneohe@erau.edu
- Phone: (808) 254-2106

**Hawaii Pacific University:**
- Web: [www.hpu.edu](http://www.hpu.edu)
- Email: kaneohe@hpu.edu
- Phone: (808) 544-9312
  - (808) 544-9314

**Wayland Baptist University:**
- Web: [www.wbu.edu](http://www.wbu.edu)
- Email: schrockJ@wbu.edu
- Phone: (808) 564-3366

---

**Don’t forget! You already have legitimate college credit from your JST!**

Be sure to retrieve your Joint Services Transcript (JST) – a list all of the academic credits you’ve earned throughout your USMC career, including boot camp! To find out if your school accepts any of the credits, submit your JST to your school’s academic advisor. Go to [https://jst.doded.mil](https://jst.doded.mil) to review your JST.

**Earn credit with CLEP & DSST exams!**

CLEPs & DSSTs are free credit-by-exam programs. Pass? Great, you earn college credit! Don’t pass? No problem! Nobody cares. Talk to your advisor to find out which CLEP/DSST exams your school will accept towards your degree.

Free study materials are available at the Library and Education Center.

Exams are administered in the National Test Center in Classroom 5, Bldg 219 (under the Library, next to the Theater) every Wednesday. *Take advantage!*

---

**Become TA eligible**
- College 101
- GT or TABE *
- PRS
- HEP

*Note: GT score > 99 or TABE score > 10.2*

---

**First class**
- Talk with school advisor about first class
- Obtain degree plan

---

**Submit TA voucher**
- Register for class with school

---

**Enroll in school**
- Regionally accredited strongly encouraged

---

**Fill out TA application**
- Submit TA application on WebTA up to 60 days before term starts