TRANSFER OF EDUCATIONAL BENEFITS (MARADMIN 704/13)

A. ACTIVE COMPONENT ENLISTED MARINES:
   (1) MARINE VERIFIES DEPENDENT INFORMATION REPORTED IN DEERS.
   (2) MARINE SPEAKS WITH THEIR UNIT CAREER PLANNER ABOUT ELIGIBILITY CRITERIA
       FOR TRANSFER, ADDITIONAL OBLIGATED SERVICE REQUIREMENTS, RE-ENLISTMENT AND ENLISTMENT
       EXTENSION OPTIONS, AND FORMS REQUIRED FOR TEB APPROVAL.
   (3) MARINE ELECTS TO TRANSFER UNUSED EDUCATIONAL BENEFITS THROUGH THE DMDC TEB
       WEB APPLICATION (http://milconnect.dmdc.mil), CONCURRENT WITH A SUBMISSION OF A
       REENLISTMENT/EXTENSION (IF ADDITIONAL OBLIGATED SERVICE IS REQUIRED) REQUEST TO CMC
       (MMEA-6) AS PRESCRIBED IN MCO 1040.31 (ENLISTED RETENTION AND CAREER DEVELOPMENT
       PROGRAM). CAREER PLANNER SPECIFIES THAT THE REQUEST IS SUBMITTED, "FOR PURPOSES
       OF ESTABLISHING REQUIRED OBLIGATED SERVICE FOR ELIGIBILITY TO TRANSFER UNUSED
       EDUCATIONAL BENEFITS UNDER THE POST 9-11 GI BILL."
   (4) MARINE, IN COORDINATION WITH HIS OR HER COMMAND, COMPLETES THE STATEMENT
       OF UNDERSTANDING (SOU) AND SUBMITS IT TO CMC (MMSB) FOR INCLUSION IN THE MARINE'S
       OFFICIAL MILITARY PERSONNEL FILE (OMPF).
   (5) CMC (MMEA-6) REVIEWS THE MARINE'S TEB APPLICATION. THE REENLISTMENT,
       EXTENSION, AND LATERAL MOVE (RELM) REQUEST IS FORWARDED TO CMC (MMEA-6) VIA THE TOTAL
       FORCE RETENTION SYSTEM (TFRS).
   (6) TFRS RELM PACKAGES AND TEB REQUESTS ARE REVIEWED AND DECIDED
       (CONCURRENTLY) BY CMC (MMEA-6). IF THE TEB REQUEST IS APPROVED, THE OBLIGATED SERVICE
       END DATE WILL BE CALCULATED FROM THE DATE THE REQUEST WAS SUBMITTED THROUGH THE DMDC
       TEB WEB APPLICATION. MARINES WILL HAVE 60 DAYS FROM THE DMDC TEB WEB APPLICATION DATE
       TO INCUR THE REQUIRED OBLIGATED SERVICE (I.E., FOUR (4) YEARS FROM THE DMDC TEB WEB
       APPLICATION DATE) OR THE TEB REQUEST WILL BE REJECTED.
   (7) MARINE PROVIDES A COPY OF HIS OR HER TEB APPROVAL LETTER TO THEIR
       ADMINISTRATIVE SUPPORT CENTER IN ORDER TO EFFECT THE APPROPRIATE ENTRY WITHIN
       THE MARINE CORPS TOTAL FORCE SYSTEM (MCTFS) INDICATING TRANSFER OF POST 9-11 GI BILL
       BENEFITS.

B. PROCEDURES FOR ACTIVE COMPONENT OFFICERS:
   (1) OFFICER VERIFIES DEPENDENT INFORMATION REPORTED IN DEERS.
   (2) OFFICER ELECTS TO TRANSFER UNUSED EDUCATIONAL BENEFITS THROUGH THE DMDC
       TEB WEB APPLICATION.
   (3) OFFICER, IN COORDINATION WITH HIS OR HER COMMAND, COMPLETES THE SOU AND
       SUBMITS IT TO CMC (MMSB) FOR INCLUSION IN THE OFFICER'S OMPF.
   (4) CMC (MMOA-3) REVIEWS THE OFFICER'S TEB APPLICATION.
   (5) CMC (MMOA-3) VERIFIES THE MARINE HAS SERVED THE MINIMUM INITIAL
       OBLIGATION, HAS BEEN CAREER DESIGNATED OR APPROVED FOR PARTICIPATION IN THE ACTIVE
       COMPONENT TO SELECTED MARINE CORPS RESERVE DIRECT AFFILIATION PROGRAM, AND IS ELIGIBLE
       TO TRANSFER EDUCATIONAL BENEFITS.
   (6) CMC (MMOA-3) ENTERS THE MINIMUM REQUIRED SERVICE OBLIGATION INTO THE TEB
       SYSTEM AND APPROVES THE TEB REQUEST, OR
   (7) REJECTS (I.E., DISAPPROVES) THE REQUEST WHILE ENTERING THE APPROPRIATE
       REJECTION CODE.
   (8) IF APPROVED, OFFICER PROVIDES A COPY OF HIS OR HER TEB APPROVAL LETTER TO
       THEIR ADMINISTRATIVE SUPPORT CENTER IN ORDER TO EFFECT THE APPROPRIATE ENTRY WITHIN
       MCTFS INDICATING TRANSFER OF POST 9-11 GI BILL BENEFITS.