

FY15 TUITION ASSISTANCE (TA) GUIDELINES UPDATE

Date Signed: 12/30/2014

MARADMINS Active Number: 687/14

R 301535Z DEC 14

MARADM N 687/ 14

MSG D/ GENADM N CMC WASHI NGTON DC MRA MF (UC) / F002/ /

SUBJ/ FY15 TUI TI ON ASSI STANCE (TA) GUI DELI NES UPDATE/ /

REF/ A/ MSG D: DDC/ CMC MR/ YMD: 20100901/ /

REF/ B/ MSG D: DDC/ OSD/ YMD: 20110305/ /

REF/ C/ MSG D: DDC/ CMC MM YMD: 20120614/ /

REF/ D/ MSG D: DOD/ CMC MM YMD: 20060809/ /

NARR/ REF A I S MCO 1560. 25, MARI NE CORPS LI FELONG LEARNI NG PROGRAM (SHORT TI TLE: LL PROGRAM). REF B I S DODI 1322. 25, VOLUNTARY EDUCATI ON PROGRAMS I NCORPORATI NG CHANGE 3 EFFECTI VE 7 JULY 2014. REF C I S MCO P1400. 32D CH2, MARI NE CORPS PROMOTI ON MANUAL, VOLUME 2, ENLI STED PROMOTI ONS (SHORT TI TLE: MARCORPROMAN, VOL2, ENLPROM). REF D I S MCO P1400. 31C CH1, MARI NE CORPS PROMOTI ON MANUAL, VOLUME 1, OFFI CER PROMOTI ONS (SHORT TI TLE: MARCORPROMAN, VOL 1, OFFPROM). //

POC/ DARYL PATRI CK/ CI V/ UNI T: MFR/ - / TEL: 703- 784- 9550/ /

GENTEXT/ REMARKS/ 1. I N CONJUNCTI ON WITH REF A, AND DUE TO THE RECENT PUBLI CATI ON OF REF B, THI S MARADM N PROVI DES TUI TI ON ASSI STANCE (TA) UTI LI ZATI ON REQUI REMENTS AND PROCEDURES FOR SAFEGUARDI NG OF FUNDS. THE CONTENTS OF THI S MARADM N WLL BE I NCORPORATED I NTO THE UPCOMI NG REVI SI ON OF REF A. TA I S A DI SCRETI ONARY BENEFI T, NOT AN ENTI TLEMENT, AND I S PROVI DED SUBJECT TO THE AVAI LABI LI TY OF APPROPRI ATED FUNDS. AN EDUCATI ON SERVI CE OFFI CER (ESO) AND EDUCATI ON SUPPORT PERSONNEL ARE AVAI LABLE AT ALL I NSTALLATI ONS TO ASSI ST MARI NES I N DEVELOPI NG PERSONAL AND PROFESSI ONAL EDUCATI ON PLANS AND TO MAKE I NFORMED ACADEM C I NSTI TUTI ON SELECTI ONS THAT SUPPORT THEI R EDUCATI ON GOALS.

2. TA ELI G BI LI TY CRI TERI A. COMMAND APPROVAL OF TA I S CONTI NGENT UPON THE COMMAND S ANTI CI PATED M SSI ON REQUI REMENTS. TA I S AUTHORI ZED ONLY FOR MARI NES WHO MEET THE STANDARDS AND ELI G BI LI TY CRI TERI A CONTAI NED HEREI N AND I N REFERENCES A- C. COMMANDERS SHALL ENSURE MARI NES MEET ALL ELI G BI LI TY CRI TERI A.

(A) FI RST TI ME ACTI VE DUTY TA APPLI CANTS SHALL HAVE A M NI MUM TI ME I N SERVI CE OF 24 MONTHS FROM THEI R ARMED FORCES ACTI VE DUTY BASE DATE.

(B) MARI NES SHALL BE ELI G BLE FOR PROMOTI ON PER REFERENCES C AND D.

(C) PRI OR TO TA APPROVAL, FI RST- TI ME TA APPLI CANTS SHALL COMPLETE THE MARI NE CORPS I NSTI TUTE PERSONAL FI NANCI AL MANAGEMENT (COURSE I D 3420G).

(D) TA SHALL BE AUTHORI ZED FOR FI RST- TI ME TA APPLI CANTS FOR ONLY ONE COURSE, UNLESS DOCUMENTATI ON I S PROVI DED THAT THE MARI NE HAS AT LEAST AN ASSOCI ATES DEGREE OR AT LEAST SI XTY (60) ACADEM C CREDI TS AND A M NI MUM GRADE POI NT AVERAGE (GPA) OF 2. 5.

(E) MARI NES MAY NOT ACTI VELY PARTI CI PATE I N MORE THAN TWO TA- FUNDED CLASSES SI MLTANEOUSLY.

(F) TA FUNDS FOR APPROVED I NVOLUNTARY WITHDRAWAL WAI VERS AND FAI LED COURSES WLL COUNT TOWARD THE I NDI VI DUAL FI SCAL YEAR CEI LI NGS.

(G) TA SHALL BE AUTHORI ZED FOR ONLY ONE COURSE I N THE NEXT ACADEM C TERM I N THE EVENT THAT (1) OVERALL UNDERGRADUATE OR GRADUATE GPA FALLS BETWEEN 2. 0 AND 2. 5, (2) A GRADE OF " D" OR " F" I S RECEI VED I N ANY COURSE DURI NG THE PREVI OUS TERM OR (3) A VOLUNTARY WITHDRAWAL OCCURRED FROM ANY COURSE DURI NG THE PREVI OUS 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 GPALIMITS, 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 TUITI ON CHARGES PER REF B. MARINES ARE RESPONSIBLE FOR NON-TUITI ON 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 TUITI ON 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 INSTITUTE 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 RESIDENTIAL PME (I.E., STAFF COLLEGE, CPL COURSE, SGT'S 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/](https://www.usmap.cnet.navy.mil/)

(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/IS/CRSLIST.ASP](http://training.fema.gov/is/crslist.asp), AND [HTTP://TRAINING.FEMA.GOV/EMWEB/DOWNLOADS/TRANRQUST1.PDF](http://training.fema.gov/emweb/downloads/tranrqust1.pdf).

(D) MARINE CORPS CREDENTIALING OPPORTUNITIES ONLINE (COOL) FOUND AT [HTTP://WWW.COOL.NAVY.MIL/USMC](http://www.cool.navy.mil/usmc), AND [HTTP://WWW.COOL.NAVY.MIL/](http://www.cool.navy.mil/)

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

[HTTP://WWW.SOC.AASCU.ORG/SOCMAR/MOCCP.HTML](http://www.soc.aascu.org/socmar/moccp.html).

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

DISCUSSION //