

# APPLYING FOR TUITION ASSISTANCE

- 1 Choose your school and program
- 2 Get TA qualified
- 3 Submit your TA application in advance

**TA funds are authorized each fiscal year (Oct 1 to Sept 30).**

*Classes that start in the last two weeks of September must be processed before the FY cutoff.*

How much  
TA can I get?

**You are allowed up to \$4500 each FY; paid out by the credit hour for a max of:**

**\$250/semester credit** (most popular credit type)

\$166.67/quarter credit

\$16.67/clock credit

**Lifetime credit limitations:**

Undergraduate cap: 138 semester credits

Graduate cap: 45 semester credits

**Class request limitation:**

**You're allowed to request only ONE class when it is your first time\*.**

After that, no more than 2 classes at a time may be requested if you have a 2.5 or higher GPA\*\*.

\*If you have at least 31 semester credits (no JST included) with a 2.5 GPA, then you can request 2 classes for your first time. Provide proof of transcripts to the BEC.

**\*\*2 classes max at a time once you qualify for 2:**

We can authorized a max of 2 classes ONLY if you maintain a 2.5 or higher GPA and have NO issues from your most previous TA request. Marines with W, Incomplete, D, or F grades are limited to 1 class in the proceeding term.

**ALL FIRST TIME USERS OF TA MUST:**

- ➡ Attend a TA orientation from the Base Education Center;
- ➡ Complete the Personal Readiness Seminar (JKO course J3OP-US1395 or in person)
- ➡ Be active duty (see below).

How do I  
qualify for  
TA?

**Upload your certs to your MyEducation account**

**ENLISTED ONLY:**

- Have 10 college credits (or more) passed with a C or better; OR
- Have a GT score of 100 or higher; OR
- Have an AFQT of 50 or higher; OR
- Taken the in-person Academic Skills Program; OR
- Be allowed to take 1 class at a time for the first 10 credits. Pass with a C or better to maintain TA eligibility.

**ALL MARINES:**

*What is your current EAS date? You must be on active duty to use TA.*

*All Enlisted & WOs (WOs without BA/BS degree)- last TA must end 60 days before EAS.*

*Officers & WOs (WOs with a BA/BS degree or higher): You incur a 2 year payback obligation.*

# ACTIVE DUTY MARINE CORPS

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How do I  
apply for  
TA?

## TA PORTAL WEBSITE/MYEDUCATION ACCOUNT

(where you request/fill out your TA applications):

<https://myeducation.netc.navy.mil/webta/home.html#nbb>

Have your CAC card ready and inserted to your computer before logging in. Your account already exists- you just need to fill out the rest of your information to start. All Marines must qualify before having access to every feature.

Submit TA request



Command approves



BEC authorizes



Give voucher to school

### Time limitation to request:

All requests are allowed up to 2 months (60 days) in advance of your course start date. NO requests will be allowed if you attempt to submit (or if your command attempts to sign) on the day of your class starting or after. It does not matter if your school will accept the voucher later.

**You can NEVER be late submitting your TA requests. Submit your requests EARLY.**

You will need:

- Two phone numbers and two email addresses for YOU.
- Command TA approver email (officer or approved By Direction personnel); make sure it is their work email.
- School and course information (dates of term, course & number, cost per credit, # of credits, etc...).
- Degree plan after your first couple of classes. You can upload it under your files.

### **Grades:**

- You owe us a passing grade within 30 days of course completion.
- C or better for undergraduate and B or better for graduate courses. All others will require a repayment.
- Speak with the BEC if you have issues or questions! Failure to report your grade or failure to pass can result in a paycheckage of the TA costs.

One last  
thing:

Your school and program must be DoD approved  
(<https://www.dodmou.com> lists all approved schools).

**There is a max limit of school certificates, associate's, bachelor's and master's degrees you can pursue. Check with the BEC on the policy.**