

Web Tuition Assistance (WebTA)

1



Let's get started....Log-In

IDENTITY MANAGEMENT
AN MPT&E SHARED SERVICE

Log in to ETA

CAC LOGIN

User Name: (NKO User Name)

Password:

Login

Please Do Not Bookmark This Page

You can either login with your **CAC card** or your **NKO user name and password**.

This system is designed to reduce the number of user names and passwords you need to remember.

Account Management

- [I forgot my User Name](#)
- [I forgot my Password](#)
- [I forgot my CAC PIN](#)
- [Download Security Certificate](#)

New Users

- [Register as a New User](#)
- [Register as a Guest User](#)
- [View the Registration Tutorial](#)

Support

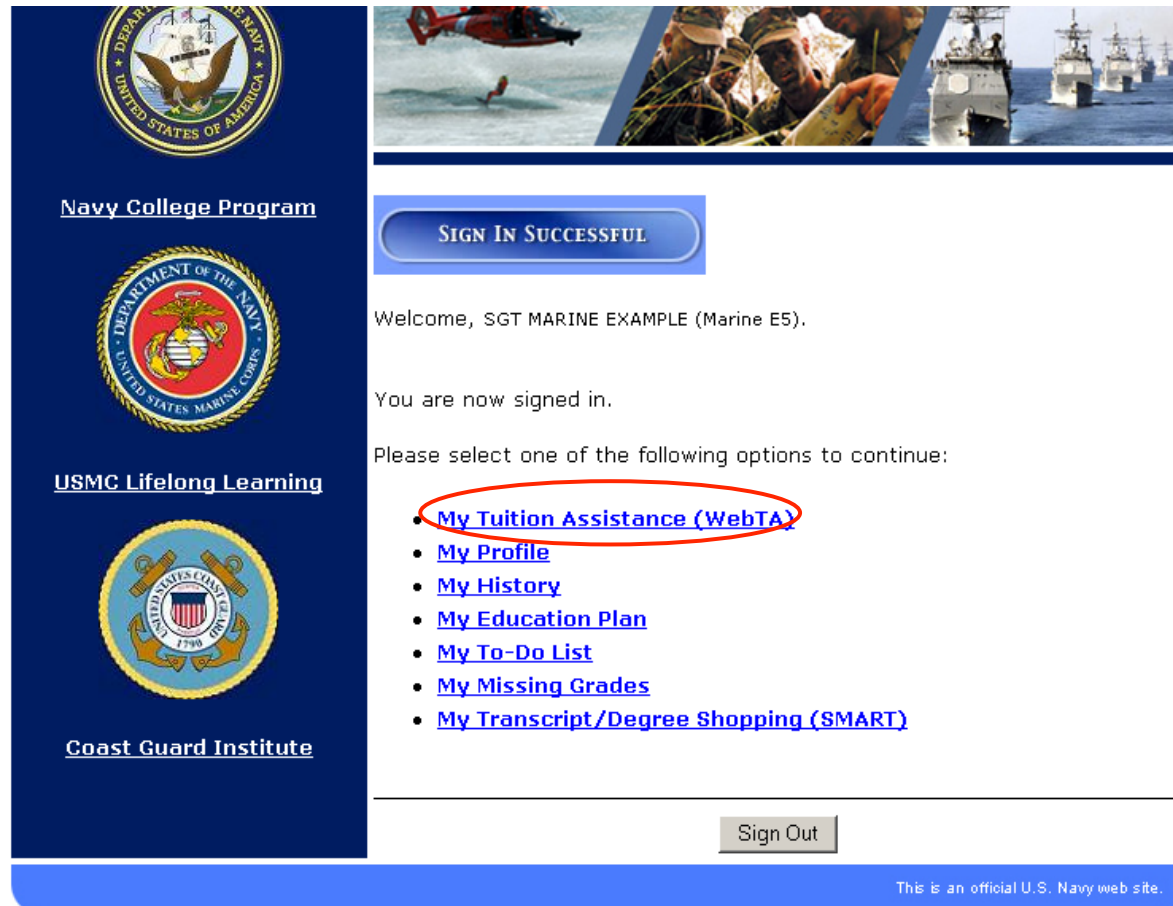
- [Help & FAQ's](#)
- [About this SSO Solution](#)
- [About Partner Applications](#)
- [PKI Policies](#) (only available from the .mil domain)

Email: netc.helpdesk@navy.mil

Help Desk: COMM: (850) 452-1001, Option 1
DSN: 922-1001, Option 1
Toll Free: (877) 253-7122, Option 2

- Log on to the WebTA URL: <https://myeducation.netc.navy.mil>
- Once you access WebTA you can use CAC or NKO user name and password to log-in
- If you do not have NKO account go to www.nko.navy.mil to create one (*civilian TA approvers will also need to contact the Education Center to create an NKO account*)

My Education



The screenshot shows a web portal for a U.S. Marine. On the left is a dark blue sidebar with three logos and their corresponding program names: the Department of the Navy logo for 'Navy College Program', the United States Marine Corps logo for 'USMC Lifelong Learning', and the United States Coast Guard logo for 'Coast Guard Institute'. The main content area has a header with three images: a helicopter, a Marine looking through binoculars, and a fleet of ships. Below the header is a blue button that says 'SIGN IN SUCCESSFUL'. The text 'Welcome, SGT MARINE EXAMPLE (Marine E5).' is displayed. Below that, it says 'You are now signed in.' and 'Please select one of the following options to continue:'. A list of links follows: 'My Tuition Assistance (WebTA)', 'My Profile', 'My History', 'My Education Plan', 'My To-Do List', 'My Missing Grades', and 'My Transcript/Degree Shopping (SMART)'. The 'My Tuition Assistance (WebTA)' link is circled in red. At the bottom right of the main area is a 'Sign Out' button. A footer bar at the very bottom states 'This is an official U.S. Navy web site.'

Navy College Program

USMC Lifelong Learning

Coast Guard Institute

SIGN IN SUCCESSFUL

Welcome, SGT MARINE EXAMPLE (Marine E5).

You are now signed in.

Please select one of the following options to continue:

- [My Tuition Assistance \(WebTA\)](#)
- [My Profile](#)
- [My History](#)
- [My Education Plan](#)
- [My To-Do List](#)
- [My Missing Grades](#)
- [My Transcript/Degree Shopping \(SMART\)](#)

Sign Out

This is an official U.S. Navy web site.

- To start an application select “My Tuition Assistance (WebTA)”

If you are eligible

Tuition Assistance You are signed in as [username]

Please select one of the following options to continue:

- [My Education Home](#)
- [Create TA Application](#)
- [Existing Applications](#)
- [View Application Agreement](#)
- [FY Cap Status](#)
- [My History](#)
- [Sign Out](#)

Overview

This Tuition Assistance (TA) application allows you to request funding for specific courses. Please complete all entries on the TA application as accurately as possible. Before using this system, be sure to have the following information readily available:

- The email address and phone number of your Commanding Officer or other official within your command with By Direction Authority
- Your Unit Identification Code (UIC)
- A daytime phone number where you can be reached (this may be the same as your command phone number)
- The name of the school you plan to attend
- The course number, name, and cost per credit unit of the courses you plan to take
- The amount of any applicable fees (if any)

Visit the Navy College web site at www.navycollege.navy.mil to learn more about the Tuition Assistance program.

Eligibility

Your eligibility to use this system has been verified.

Your FY 2010 Cap Status

| | Semester | Quarter or CEU | ...Or... | Clock |
|-----------------------------------|----------------------------------|----------------|----------|--------------|
| TA Credit Units Quota: | 16.0 | 24.0 | | 240.0 |
| TA Credit Units Waiver: | <i>You do not have a waiver.</i> | | | |
| TA Credit Units Used: | 0.0 | 0.0 | | 0.0 |
| TA Credit Units Remaining: | 16.0 | 24.0 | | 240.0 |

Your Web TA Applications

You may now perform the following operations:

You will get a caption that says:

“Please select one of the following options to continue:”

And the Eligibility window says:

“Your eligibility to use this system has been verified.”

If you are not eligible

You will get a caption that says:

“We are sorry, but you are ineligible to use this system.” The Eligibility window will list the things you need to correct in order to use WebTA.

You must work with your Education Office to clear these items.

Tuition Assistance You are signed in as [redacted]

Overview

This Tuition Assistance (TA) application allows you to request funding for your education. Please provide the following information as accurately as possible. Before using this system, be sure to have the following information readily available:

- The email address and phone number of your Commanding Officer or other official within your command with By Direction Authority
- Your Unit Identification Code (UIC)
- A daytime phone number where you can be reached (this may be the same as your command phone number)
- The name of the school you plan to attend
- The course number, name, and cost per credit unit of the courses you plan to take
- The amount of any applicable fees (if any)

Visit the Navy College web site at www.navycollege.navy.mil to learn more about the Tuition Assistance program.

Eligibility

Sorry, but you are ineligible to use this system for the following reasons:

- You are not active duty personnel.
- Your **Expiration of Active Obligated Service (EAOS) date** has occurred**.
- You must be counseled by the Education Office concerning your academic goals.
- You must be counseled by the Education Office about Tuition Assistance (TA) Policy.

*Please contact your Education Office for more information. To find your Education Office, click [here](#)

Your FY 2010 Cap Status

Create TA Application



The screenshot shows the 'My Education' web application interface. At the top, there is a banner with the title 'My Education' and the subtitle 'Voluntary Education for the Sea Services'. Below the banner, the user is logged in as 'SGT MARINE EXAMPLE (Marine E5)'. The main content area is divided into two columns. The left column contains a list of links: 'My Education Home', 'Create TA Application' (which is circled in red), 'Existing Applications', 'View Application Agreement', 'FY Cap Status', 'My History', 'My Education Plan', 'My To-Do List', and 'Sign Out'. The right column contains an 'Overview' section with a description of the Tuition Assistance (TA) application process and a list of required information: email address and phone number of the Commanding Officer, Unit Identification Code (UIC), a daytime phone number, the name of the school, the course number, name, and cost, and the amount of applicable fees. Below the overview, there is a link to the Marine Corps Community Services web site. The bottom section of the interface shows the user's 'FY 2010 Cap Status for Academic Goal: BS' and their 'TA Funding Quota (\$): 4,500.00'.

Tuition Assistance You are signed in as SGT MARINE EXAMPLE (Marine E5).

Please select one of the following options to continue:

- [My Education Home](#)
- [Create TA Application](#)
- [Existing Applications](#)
- [View Application Agreement](#)
- [FY Cap Status](#)
- [My History](#)
- [My Education Plan](#)
- [My To-Do List](#)
- [Sign Out](#)

Overview

This Tuition Assistance (TA) application allows you to request funding for specific courses. Please complete all entries on the TA application as accurately as possible. Before using this system, be sure to have the following information readily available:

- The email address and phone number of your Commanding Officer or other official within your command with By Direction Authority
- Your Unit Identification Code (UIC)
- A daytime phone number where you can be reached (this may be the same as your command phone number)
- The name of the school you plan to attend
- The course number, name, and cost per credit unit of the courses you plan to take
- The amount of any applicable fees (if any)

Visit the Marine Corps Community Services web site at www.usmc-mccs.org to learn more about the Tuition Assistance program.

Eligibility

Your eligibility to use this system has been verified.

Your FY 2010 Cap Status for Academic Goal: BS

| | |
|------------------------|----------|
| TA Funding Quota (\$): | 4,500.00 |
|------------------------|----------|

- Select “Create TA Application” to start a new TA

Application Agreement

- The first screen is the Application Agreement Acceptance page.
- “I Accept” indicates the member has read and will comply.
- “I Do Not Accept” closes the program.

My Education
Voluntary Education for the Sea Services

[TA Home](#) | [New Application](#) | [Existing Applications](#) | [View Application Agreement](#)
[FY Cap Status](#) | [My History](#) | [My Education](#) | [Sign Out](#)

Application Agreement Acceptance You are signed in as [User Name]

You must accept the terms of this Tuition Assistance Application Agreement prior to continuing.

Under authority of 5 USC 301 personal data is requested. Your SSN will be used for identification. This information will be included in your Education Record retained by the Navy College Office (NCO) or Marine Corps Education Services Center. It will not be divulged without your written consent to anyone other than the U.S. Government and/or school personnel involved with TA. You are not required to provide this information; however, failure to do so will result in not being considered for TA. For Navy, paper and/or electronic copies of the signed TA Application are retained at the originating NCO for three years and then shredded or burned. For Marines, copies of the signed TA Application are retained at the originating Marine Corps Education Services Center and shall transfer with the Marine to each new duty station. Copies of TA Applications and/or Authorizations for officers are maintained in their official personnel record for two years following the end of the last TA funded course. All other records are maintained in electronic format within the Navy College Management and Information System (NCMIS) indefinitely.

[print this page](#)

This **TA Application** is a request to my servicing Education Center for a **TA Authorization Voucher** providing federal funds for my education.

A. **I understand** acceptance of TA obligates me to the following:

APPLICATION OBLIGATION:

1. To submit this TA Application request to my servicing Education Center **PRIOR** to the start of the term. My TA Application will be authorized by Navy after the school's late registration deadline. Failure to submit the TA Application request prior to the deadline will result in the TA Application being denied.

Address: [Redacted] @navy.mil
Phone: [Redacted] x2 x2
Fax: [Redacted] x2 x2
DSN 922-1149
Commercial 850-452-1149





Tuition Assistance is available under Federal Law 10 USC 2007. By pressing the **I Accept** button on this web page, I certify I have read, understand, and will comply with all of the governing voluntary education instructions and the provisions on this form. I understand I will pay all costs over and above the amount of tuition assistance authorized.




Commissioned Officers Only: By pressing the **I Accept** button on this web page, I agree, in accordance with 10 USC 2007, to remain on active duty for two (2) continuous years after completing the course on this form. This obligation runs concurrently with any remaining obligated service time. If I agree, this agreement does not obligate the military service to retain me on active duty. If allowed to voluntarily resign before my two year obligation is served, I will repay the government a portion of TA expended on my behalf during my last two years of active duty in accordance with 10 USC 2005. Reimbursement of TA does not negate the obligation.

[Privacy Act Statement](#) This is an official U.S. Navy web site.

My Education version 1.4 / build 20090928

Default Values

Address  <https://myeducation.netc.navy.mil/eta/menu/newApp.do?agreementFormSubmit=I+Accep>  Go Links >>  Convert  Select



Voluntary Education for the Sea Services

[TA Home](#) | [New Application](#) | [Existing Applications](#) | [View Application Agreement](#)
[FY Cap Status](#) | [My History](#) | [My Education](#) | [Sign Out](#)

Accept Default Values You are signed in as BMC SAILOR POPEYE (Navy E2).

Based on the school listed on your latest TA document, the system would like to default to **Rhodec International/Quincy, MA US**.

Is this the school offering your class at this time? If you answer No, then you will have to specify your school.

☐ Yes ☐ No

- The system assumes you are attending the school most recently attended if you have used TA before
- Select “Yes” if it is the same school or “No” to select a new school **Change school name on question #25



New Application Step 1 of 3



New Application Step 1 of 3

You are signed in as SGT MARINE EXAMPLE (Marine E5).



Instructions

Complete this form and press the *Next* button. All form items are required unless otherwise noted in the form. Click on the  icon to select the value for a form item from a list; click on the  icon to select the value for a form item from a calendar.

Applicant Information

- | | |
|--|--|
| <p>1. SSN (Rate/Rank & Pay Grade): *****1111 (SGT Marine E5)</p> <p>2. Last Name: EXAMPLE</p> <p>3. First Name: MARINE</p> <p>4. Middle Name: ONE</p> <p>5. Daytime Phone (click here for int'l numbers): commercial: (<input type="text"/>) <input type="text"/> - <input type="text"/> ext. <input type="text"/> DSN: <input type="text"/> - <input type="text"/> ext. <input type="text"/></p> <p>6. FAX (click here for int'l numbers): commercial: (<input type="text"/>) <input type="text"/> - <input type="text"/> ext. <input type="text"/></p> | <p>9. GI Bill Enrollment Status: <input type="text" value="Post 9/11 GI Bill"/></p> <p>10. Years of Education: <input type="text" value="12"/></p> <p>11. Command UIC: 14002 1FZ</p> <p>12. Command Name: COMMANDING OFFICER</p> <p>13. Command Address: HQ MARFORRES 4400 DAUPHINE STREET NEW ORLEANS, LA 701465400</p> <p>14. Command Phone (click here for int'l numbers): <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> |
|--|--|

- **Questions 1-15:** Fill in all blanks

Click on the  icon to select the value for a form item from a list; click on the  icon to select the value for a form item from a calendar.

Applicant Information

| | |
|---|---|
| <p>1. SSN (Rate/Rank & Pay Grade): *****1111 (SGT Marine E5)</p> <p>2. Last Name: EXAMPLE</p> <p>3. First Name: MARINE</p> <p>4. Middle Name: ONE</p> <p>5. Daytime Phone (click here for int'l numbers): commercial: (<input type="text"/>) <input type="text"/> - <input type="text"/> ext. <input type="text"/> DSN: <input type="text"/> - <input type="text"/> ext. <input type="text"/></p> <p>6. FAX (click here for int'l numbers): commercial: (<input type="text"/>) <input type="text"/> - <input type="text"/> ext. <input type="text"/> DSN: <input type="text"/> - <input type="text"/> ext. <input type="text"/></p> <p>7. Applicant's E-mail Address: <input type="text" value="example.marine@usmc.mil"/></p> <p>8. CO or By Direction Authority's E-mail Address: <input type="text"/></p> | <p>9. GI Bill Enrollment Status: <input type="text" value="Post 9/11 GI Bill"/></p> <p>10. Years of Education: <input type="text" value="12"/></p> <p>11. Command UIC: 14002 1FZ</p> <p>12. Command Name: COMMANDING OFFICER</p> <p>13. Command Address: HQ MARFORRES 4400 DAUPHINE STREET NEW ORLEANS, LA 701465400</p> <p>14. Command Phone (click here for int'l numbers): commercial: (<input type="text"/>) <input type="text"/> - <input type="text"/> ext. <input type="text"/> DSN: <input type="text"/> - <input type="text"/> ext. <input type="text"/></p> <p>15. Your Assigned education office is listed. If you are located at a different duty station that does not correspond to this education office or if no education office is assigned, please select one: <input type="text" value="MCAS BEAUFORT/BEAUFORT, SC US"/></p> |
|---|---|

Privacy Act Statement

- **Question #8:** Type in CO or By Direction Authority's email address. Please make sure the email is correct. If you copied and pasted the email address, it must not have blank spaces at the end
- **Question #15:** Ensure education office corresponds to the current duty station
- Search for duty station by entering complete or partial name. Use base name not city to search for education office

New Application Step 2 of 3

My Education
Voluntary Education for the Sea Services

New Application Step 2 of 3 You are signed in as SGT MARINE EXAMPLE (Marine E5).

Instructions

Complete this form and press the *Next* button. You may press the *Previous* button to return to the previous step in the form. All form items are required unless otherwise noted in the form. Click on the icon to select the value for a form item from a list; click on the icon to select the value for a form item from a calendar.

Degree Planning Information

16. Immediate Academic Goal:

17. Do you have an Education Plan for the Goal listed above? ☐ Yes ☒ No

18. Anticipated Graduation Date if within next 12 months (yyyy/mm):

19. If graduating within next 12 months, School Issuing Degree:

20. Have you Applied for Graduation? ☐ Yes ☒ No

21. Do you have a SOCMAR agreement? ☐ Yes ☒ No

22. If yes, SOCMAR school:

- **Question 16:** Use drop down to select immediate academic goal
- **Question 17:** Answer if you have an Education Plan/Degree Plan for the academic goal
- **Questions 18-20:** If you are graduating within 12 months, select anticipated graduation date, select the school issuing your degree, and select if you have or have not applied for graduation
- **Questions 21-22:** Select if you have a SOCMAR agreement, if “yes” select the school you have it with

Course Request Information

12

25. School Name: 

26. Term Start - End Date (yyyy/mm/dd):  - 

| | 27. Course Dept & No e.g. ENG 101 | 28. Title | 29. Foreign Lang | 30. CD | 31. CL | 32. PIM | 33. CU | 34. # Credit Hours | 35. Cost per Credit (\$) | 36. Course Fees (\$) (optional) |
|----|---|--|--------------------------|---|--|--|--|--------------------------------|----------------------------------|---------------------------------------|
| a. | <input type="text" value="CRS400"/>  | <input type="text" value="COURSE400"/> | <input type="checkbox"/> | <input type="text" value="1"/>  | <input type="text" value="U"/>  | <input type="text" value="I"/>  | <input type="text" value="S"/>  | <input type="text" value="3"/> | <input type="text" value="150"/> | <input type="text" value="50"/> |
| b. | <input type="text"/> | <input type="text"/> | <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| c. | <input type="text"/> | <input type="text"/> | <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| d. | <input type="text"/> | <input type="text"/> | <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| e. | <input type="text"/> | <input type="text"/> | <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Clear Checked

Previous

Save

Cancel

Grand Total TA Authorized will be reduced if:

1. Hourly cost exceeds \$250.00 per semester hour or equivalent.

2. Total fiscal year TA funding quota authorized exceeds \$4,500.00. See FY Can Status for details.

Question 25: Find school name by using partial or full name

Question 26: Use drop down Calendar to select term start/end dates

Question 27: Select box to the right of the blank box to view University course listing. If course is not listed, enter course manually

Question 28: Type course title if it is not entered automatically after entering course department and number

Question 29: Select if course is a foreign language

Question 30: Type or select course description from drop down box

Question 31: Type or select course level from drop down box

Question 32: Type or select primary instructional mode from drop down

Question 33: Type or select Credit Unit from drop down

Course Request Information

25. School Name:

26. Term Start - End Date (yyyy/mm/dd): -

| | 27. Course Dept & No e.g. ENG 101 | 28. Title | 29. Foreign Lang | 30. CD | 31. CL | 32. PIM | 33. CU | 34. # Credit Hours | 35. Cost per Credit (\$) | 36. Course Fees (\$) (optional) |
|----|--|--|--------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|----------------------------------|---------------------------------------|
| a. | <input type="text" value="CRS400"/> | <input type="text" value="COURSE400"/> | <input type="checkbox"/> | <input type="text" value="1"/> | <input type="text" value="U"/> | <input type="text" value="I"/> | <input type="text" value="S"/> | <input type="text" value="3"/> | <input type="text" value="150"/> | <input type="text" value="50"/> |
| b. | <input type="text"/> | <input type="text"/> | <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| c. | <input type="text"/> | <input type="text"/> | <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| d. | <input type="text"/> | <input type="text"/> | <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| e. | <input type="text"/> | <input type="text"/> | <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Clear Checked

Previous

Save

Cancel

Grand Total TA Authorized will be reduced if:

1. Hourly cost exceeds \$250.00 per semester hour or equivalent.

2. Total fiscal year TA funding quota authorized exceeds \$4,500.00. See FY Cap Status for details.

- **Question 34:** Enter the total number of credit hours
- **Question 35:** Enter the cost per credit (student is responsible for correct cost)
- **Question 36:** Enter TA fee (optional) only for courses that have a mandatory fee for course enrollment (this does not include the online book fee)

Course Request Information

25. School Name: 

26. Term Start - End Date (yyyy/mm/dd):  - 

| | 27. Course Dept & No e.g. ENG 101 | 28. Title | 29. Foreign Lang | 30. CD | 31. CL | 32. PIM | 33. CU | 34. # Credit Hours | 35. Cost per Credit (\$) | 36. Course Fees (\$) (optional) |
|--------------------------------|---|--|--------------------------|--|--|--|--|--------------------------------|----------------------------------|---------------------------------------|
| a. <input type="checkbox"/> | <input type="text" value="CRS400"/>  | <input type="text" value="COURSE400"/> | <input type="checkbox"/> | <input type="text" value="1"/>  | <input type="text" value="U"/>  | <input type="text" value="I"/>  | <input type="text" value="S"/>  | <input type="text" value="3"/> | <input type="text" value="150"/> | <input type="text" value="50"/> |
| b. <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| c. <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| d. <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| e. <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |


Grand Total TA Authorized will be reduced if:

1. Hourly cost exceeds \$250.00 per semester hour or equivalent.

2. Total fiscal year TA funding quota authorized exceeds \$4,500.00. See FY Cap Status for details.

- To clear course information, click box left of “Course Dept & No” and click “Clear Checked”. This will remove all course information on that line
- Select “Save” to submit application
- A warning appears giving you the option to make changes

Submit Application



Warning You are signed in as SGT MARINE EXAMPLE (Marine E5).

Based on the information you provided in the application the system has generated **1** warning(s).

1. **Are you sure that the school you selected, Florida State University/Tallahassee, FL is offering the courses you selected?**

Do you still want to save this TA application?

[Privacy Act Statement](#) This is an official U.S. Navy web site.

My Education version 1.6 / build 20100618

- Select “Yes” when TA document is completed.
- Select “No” to make changes
- Other warnings may appear depending on your inputs

View Application



[TA Home](#) | [New Application](#) | [Existing Applications](#) | [View Application Agreement](#)
[FY Cap Status](#) | [My History](#) | [My Education Plan](#) | [My To-Do List](#) | [My Education](#) | [Sign Out](#)

View Application

You are signed in as SGT MARINE EXAMPLE (Marine E5).

You may perform the following Operations on this Application: [Change](#) | [Submit](#) | [Cancel](#)

This application has been created.

Application Status History

| Date | Status | E-mail Notification Sent To | Comment |
|---------------------|---------------|-----------------------------|--|
| 2010/07/28 08:30 | Under Edit | | Created. Please submit to your CO or By Direction Authority for Approval. |

Applicant Information

1. SSN (Rate/Rank & Pay Grade):
1111 (SGT Marine E5)
 2. Last Name:
EXAMPLE

9. GI Bill Enrollment Status:
Post 9/11 GI Bill
 10. Years of Education:
12

- Click submit to forward to CO or By Direction Authority for approval

Oracle Fusion Middleware Forms Services

My Education - Microsoft Internet Explorer provided by NMCI

https://myeducation.netc.navy.mil/eta/app/submitApp.do?id=3078809

File Edit View Favorites Tools Help

My Education

Voluntary Education for the Sea Services

[TA Home](#) | [New Application](#) | [Existing Applications](#) | [View Application Agreement](#)
[FY Cap Status](#) | [My History](#) | [My Education Plan](#) | [My To-Do List](#) | [My Education](#) | [Sign Out](#)

Submit Application

You are signed in as SGT EXAMPLE MARINE (Marine E5).

Are you sure you want to Submit this Application for 1 course(s) from Embry Riddle Aeronautical University/Daytona Beach, FL US to your CO or By Direction Authority via e-mail? Once your TA application is Approved by your command, it will be automatically sent to your assigned education office for review and funding Authorization.

Application Status History

| Date | Status | E-mail Notification Sent To | Comment |
|------------------|------------|-----------------------------|---|
| 2012/11/28 14:45 | Under Edit | | Created. Please submit to your CO or By Direction Authority for Approval. |

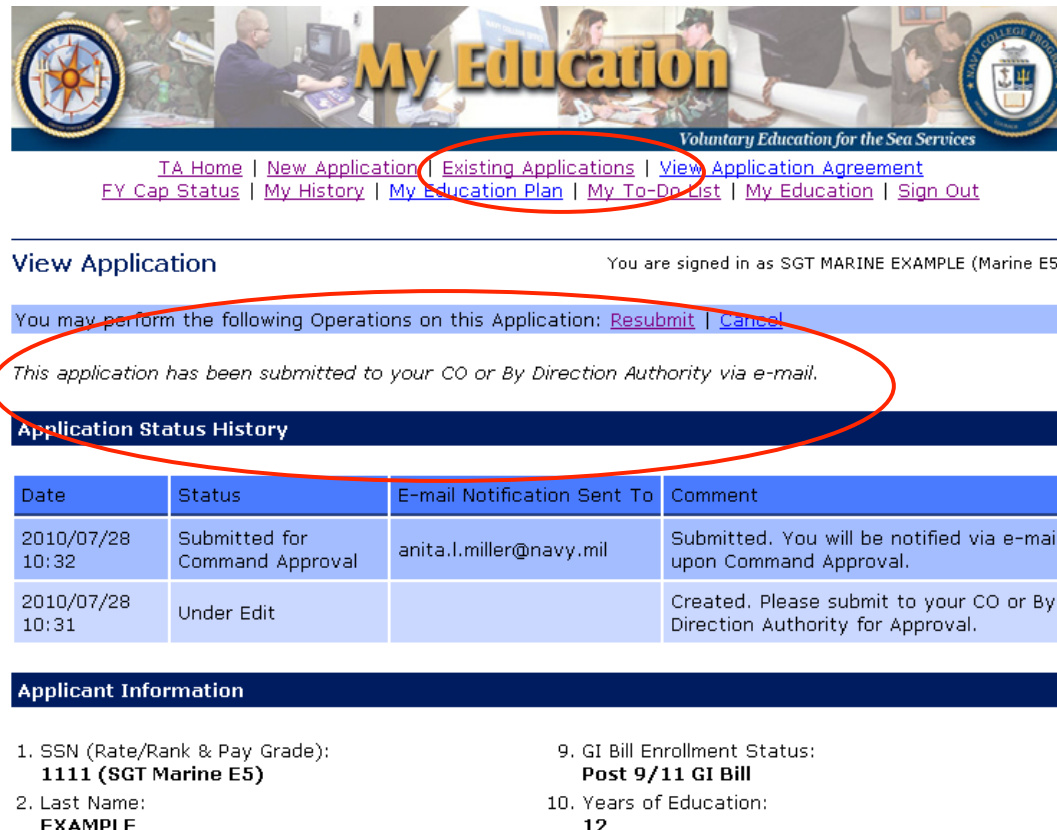
Applicant Information

| | |
|---|---|
| 1. SSN (Rate/Rank & Pay Grade): 1111 (SGT Marine E5) | 9. GI Bill Enrollment Status: MGIB |
| 2. Last Name: MARINE | 10. Years of Education: 12 |
| 3. First Name: EXAMPLE | 11. Command UIC: DUMMY |
| 4. Middle Name: | 12. Command Name: DUMMY CMD -- PLEASE CORRECT |
| 5. Daytime Phone: commercial: (928) 269-3589 ext. DSN: - ext. | 13. Command Address: |
| 6. FAX: commercial: () - ext. DSN: - ext. | 14. Command Phone: |

Done

start Access ... Inbox ... 4 Remi... RE: we... Oracle ... Micro... My Edu... TA Appl... Oracle ... Internet 100% 13:47

Submitted to By Direction Authority



My Education
Voluntary Education for the Sea Services

[TA Home](#) | [New Application](#) | [Existing Applications](#) | [View Application Agreement](#)
[FY Cap Status](#) | [My History](#) | [My Education Plan](#) | [My To-Do List](#) | [My Education](#) | [Sign Out](#)

View Application You are signed in as SGT MARINE EXAMPLE (Marine E5).

You may perform the following Operations on this Application: [Resubmit](#) | [Cancel](#)

This application has been submitted to your CO or By Direction Authority via e-mail.

Application Status History

| Date | Status | E-mail Notification Sent To | Comment |
|------------------|--------------------------------|-----------------------------|---|
| 2010/07/28 10:32 | Submitted for Command Approval | anita.l.miller@navy.mil | Submitted. You will be notified via e-mail upon Command Approval. |
| 2010/07/28 10:31 | Under Edit | | Created. Please submit to your CO or By Direction Authority for Approval. |

Applicant Information

| | |
|--|---|
| 1. SSN (Rate/Rank & Pay Grade): 1111 (SGT Marine E5) | 9. GI Bill Enrollment Status: Post 9/11 GI Bill |
| 2. Last Name: EXAMPLE | 10. Years of Education: 12 |

- Student can view status of TA applications here and on the “Existing Applications” screens

Student Options



[TA Home](#) | [New Application](#) | [Existing Applications](#) | [View Application Agreement](#)
[FY Cap Status](#) | [My History](#) | [My Education Plan](#) | [My To-Do List](#) | [My Education](#) | [Sign Out](#)

View Application

You are signed in as SGT MARINE EXAMPLE (Marine E5).

You may perform the following Operations on this Application: [Resubmit](#) | [Cancel](#)

This application has been submitted to your CO or By Direction Authority via e-mail.

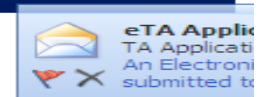
Application Status History

| Date | Status | E-mail Notification Sent To | Comment |
|---------------------|-----------------------------------|-----------------------------|--|
| 2010/07/28 10:32 | Submitted for Command Approval | anita.l.miller@navy.mil | Submitted. You will be notified via e-mail upon Command Approval. |
| 2010/07/28 10:31 | Under Edit | | Created. Please submit to your CO or By Direction Authority for Approval. |

Applicant Information

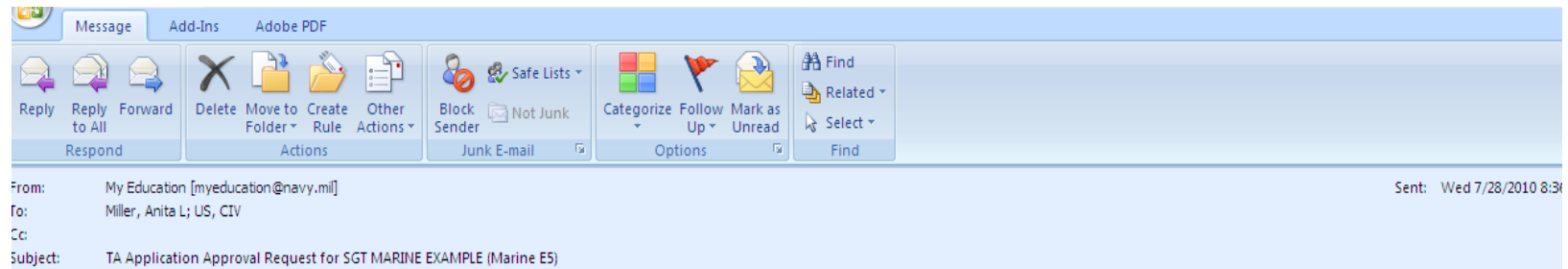
1. SSN (Rate/Rank & Pay Grade):
1111 (SGT Marine E5)
 2. Last Name:
EXAMPLE

9. GI Bill Enrollment Status:
Post 9/11 GI Bill
 10. Years of Education:
12



- The student has the option of canceling or resubmitting the document only if the Command has not processed the application.

Command Approval



An Electronic Tuition Assistance (TA) Application has been submitted to you for approval by a member of your command. This member is eligible to receive TA funding.

Please click on the following link, review the TA Application, and indicate your approval or disapproval for this member to use TA funding.

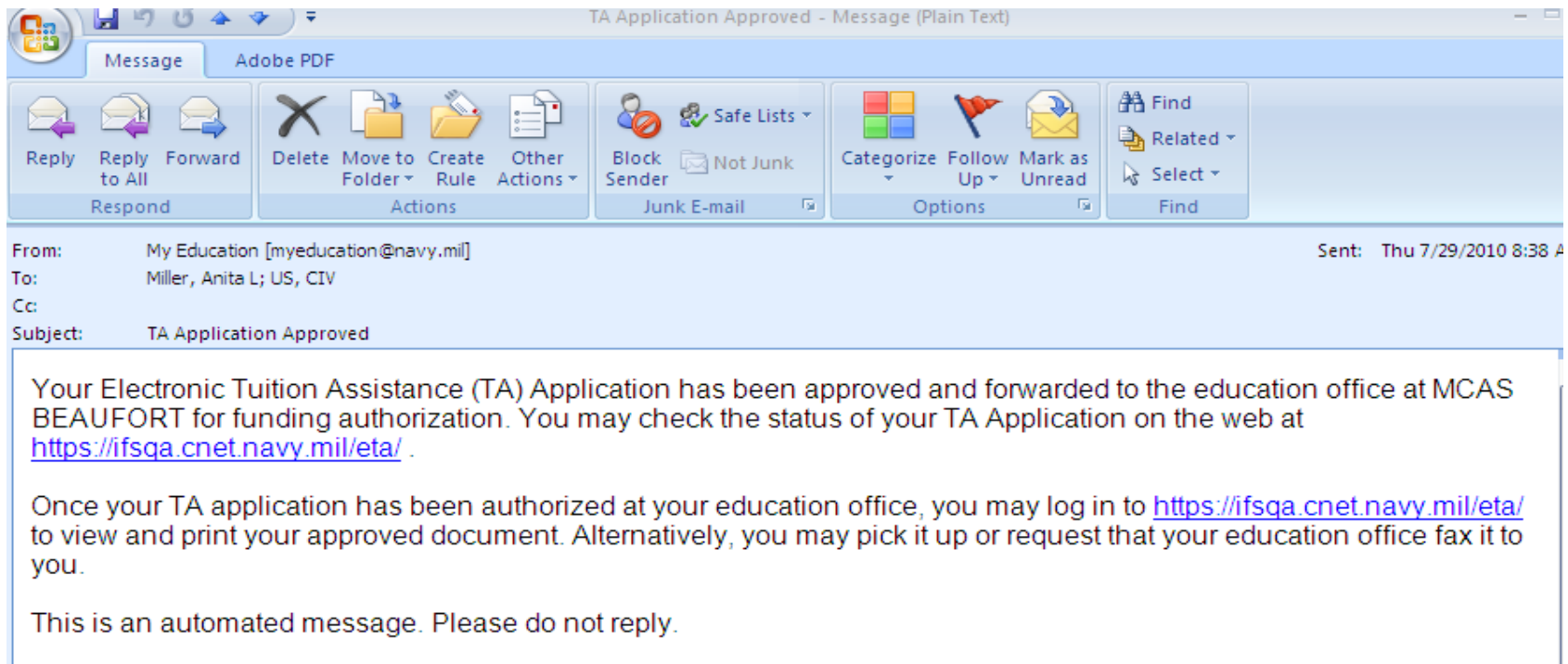
<https://ifsga.cnet.navy.mil/eta/nid/rev.do?30054,1216084768>

The member will be notified of your approval or disapproval by an automatically generated email.

This is an automated message. Please do not reply.

- The approving official receives an email requesting approval or disapproval in TA funding
- To approve or disapprove click on URL listed, or cut and paste the URL to the web

Notification To Student From Approving Official



- Student receives an email on approval or disapproval of TA by Command Approving Official

Notification To Student From Education Office

Your request for tuition assistance has been approved.

Please log in to <https://myeducation.netc.navy.mil/> to view and print your approved document. Click on "My Tuition Assistance (WebTA)" then "Existing Applications". Look for existing applications with an "Authorized" status. Click "View" and then "Print Document".

You may also contact your education office to have the document faxed or mailed to you.

Education Office Comment:

Example of comments entered by the ed office signer/authorizer

School: Park University
Term Start Date: 01-Nov-2010
Term End Date: 31-Dec-2010

- Student receives an email on approval or disapproval of TA by Education Office
- Student may review the status of the TA application selecting URL in email or by logging in to the WEB TA account

After approval of TA

Return to <https://myeducation.netc.navy.mil/>

1 Click on **Existing Applications**

- [My Education Home](#)
- [Create TA Application](#)
- [Existing Applications](#)
- [View Application Agreement](#)
- [FY Cap Status](#)
- [My History](#)
- [Sign Out](#)

2 Click **View** for Existing Applications in Authorized Status

| | Creation Date | Last Update Date | School | Start Date | End Date | Status |
|----------------------|------------------|------------------|---|------------|------------|------------|
| View | 2009/10/19 08:25 | 2009/10/28 09:53 | Commonwealth Inst of Funeral Service/Houston, TX US | 2009/10/20 | 2009/11/26 | Authorized |

3 Click **Print Document**. Approved document returns for student to print and provide to school.

You may perform the following Operations on this Application: *none* (Operations are not permitted on Canceled or Authorized or Not Authorized Applications.)

[Print Document](#)

Application Status History

| Date | Status | E-mail Notification Sent To | Comment |
|------------------|------------------|-----------------------------|--|
| 2009/11/03 01:26 | Authorized | | Your application for tuition assistance has been approved. |
| 2009/10/19 14:28 | Command Approved | charles.giorlando@navy.mil | Approved by SGT PEP PER and forwarded to NCO SIGONELLA SICILY with comments. |

Applicant Information

NAVEDTRA 1560/5

TUITION ASSISTANCE AUTHORIZATION

NWA201000003
28-OCT-2009

SSN: 0 12

NAME: _____

RATE CTRSN

SCHOOL CODE: 4588A

INSTITUTION: Commonwealth Inst of Funeral Service

ENROLLMENT INFORMATION

TERM DATES START: 20-OCT-2009 END: 26-NOV-2009

| COURSE | TITLE | HOURS | GOV SHARE | STU SHARE |
|--------|----------|-------|-----------|-----------|
| FGHJ | DRAIN EM | 3.0 | \$750.00 | \$775.00 |
| DSFHG | STICK EM | 3.0 | \$750.00 | \$775.00 |
| DGH | PLANT EM | 3.0 | \$750.00 | \$775.00 |

| | | | | |
|--------|--|-----|------------|------------|
| TOTAL: | | 9.0 | \$2,250.00 | \$2,325.00 |
|--------|--|-----|------------|------------|

I have read, understand, and will comply with the provisions of CNETINST 1560.3D and the application for Tuition Assistance Form. I hereby authorize release of my grades and notification of degree completion to the US Navy. Non-receipt of grades will prohibit additional tuition assistance.

Your signature here

Applicant's Signature

NWA201000003

28-OCT-2009

AUTHORIZATION NUMBER

DATE AUTHORIZED

850-7774826

Phone

 //SIGNED
 E-Signed By: JOHN COLLIS 0
 a4436498d61235f4a2eb4fb61d47c3bf16fb7101
SIGNATURE OF AUTHORIZED
GOVERNMENT PERSONNEL

A copy of this form must be returned to my Navy College Office if it is canceled or amended in any way. I will indicate action taken on the returned form. Failure to notify my Navy College Office of course cancellation or amendment may result in a collection against me, via my Commanding Officer. Student info can be found at: <http://www.navycollege.navy.mil/pdf/TASStudentNewsletter.pdf>

Schools should send invoices electronically via Wide Area Work Flow (WAWF). For invoicing and grade submission information, schools should refer to the Tuition Assistance WAWF Invoice and Grade Submission Guide at: <http://www.navycollege.navy.mil/nta.cfm#wawf>

Correspondence may be sent to:

 COMMANDING OFFICER
 NETPDTC N8132
 6490 SAUFLEY FIELD ROAD
 PENSACOLA, FL 32509-5241

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After
printing,
Marine
must sign
and
deliver to
the school