

## Interim Policy for TA 20 SEP 22 (Update 1) Change Explanations

5.a. Postsecondary Programs. What is referred to as an Educational Institution (EI) within AR and other Army policy documents is referred to as an Academic Institution (AI) in ArmyIgnitED.

Change: The change from EI to AI was made in the Interim Policy Update.

5.b. Mission-Related Language Training. Soldiers are now required to take the Defense Language Proficiency Test (DLPT) in their chosen language, if available, when utilizing TA to fund off-duty host nation language classes and Army-approved strategic language classes. If there is no DLPT, the Soldier must take the appropriate Oral Proficiency Interview (OPI). These tests are required after the completion of six (6) Semester Hours (SH) to be approved for six (6) additional SHs (12 SH limit total). There are no minimum score requirements. Failure to test and have scores posted within 90 days will result in recoupment.

Change: There was no previous requirement for testing when utilizing TA for host country language classes and Army-approved strategic language classes

5.c(2) Education Services Officers (ESO) and Education Services Specialists (ESSs) will determine which ACES personnel at their education centers or offices will need access to the ArmyIgnitED portal. They will request an ArmyIgnitED account through their component's education chief who will have the ability to approve accounts. ESOs will then determine the level of access required by each employee and establish their accounts.

Change: Access to GAE and ArmyIgnitED 1.0 was previously granted by ACCESS.

5.d(5) Counselors should discuss comparative cost effectiveness of similar programs when assisting the Soldier in choosing an educational goal and degree program. In GoArmyEd this tool was the GoArmyEd decision-support tool. In ArmyIgnitED, this is a link for the Career Path DECIDE tool and is embedded in the ArmyIgnitED Soldier dashboard for easy access. Career Path DECIDE is utilized for searches and reports that are useful for the discussion on how the Soldier can find the best program and best value for their goal.

Update: The Career Path DECIDE tool information was added as a feature of the Upgraded ArmyIgnitED system.

5.d(7) Counselors will provide out-processing counseling to all separating Soldiers. This session ensures Soldiers understand their eligibility for education entitlements and benefits. During the separation counseling sessions, ACES counselors will provide individual, generalized counseling about veterans' education benefits. Documents for separation such as copies of orders or DD 214s are not to be collected or uploaded into the ArmyIgnitED system. If a Pre-Chapter Separation Education Counseling Memo is required, there is one available on the Counselor Support Channel. No upload of this

memo is required and counselors will only need to make a counseling note in the ArmyIgnitED stating that the Soldier has been counseled and include the Separation Program Designator (SPD) code.

Update: An update was made to state that DD 214s are no longer required to be collected and uploaded.

6.a. There is no longer a 2-tiered system of eligibility for TA. Soldiers must complete basic combat training (BCT) to be eligible for TA. In accordance with DODI 1322.25, Voluntary Education Programs, Reserve Component (Army Reserve and Army National Guard) Soldiers are exempt from the requirement to first complete BCT before being authorized to receive TA. There is no military education code for the completion of BCT in our source data feed, but all Soldiers who graduate from BCT will have a common access card (CAC) to access their benefits in ArmyIgnitED. Reserve Component Soldiers who are not graduates of BCT must be issued a CAC by their units in order to access their benefits in ArmyIgnitED. There is no TA “stopper” in ArmyIgnitED for military training eligibility. The CAC will be the proof of eligibility for all Soldiers.

Update: An update was made to reflect that the two-tiered system of eligibility no longer exists and to reference DODI 1322.25 regarding Army Reserve and National Guard Soldiers being exempt from the requirement to first complete BCT before being authorized TA.

6.b. In ArmyIgnitED, TA funds will not be authorized for Soldiers who have completed two (2) classes in their current degree program and do not have an approved Evaluated Degree Plan. The Evaluated Degree Plan is an official academic document provided by the AI that articulates all degree requirements for degree completion, identifies all courses required for graduation and includes an evaluation of all successfully completed prior coursework. Evaluated credit for military training and experience and other credit sources applied to the AI’s degree requirements are also included.

Change: The change from 6 SH to two classes was made.

6.e. Commissioning Prerequisites. TA is authorized for active duty enlisted Soldiers to pursue undergraduate or graduate program prerequisite classes required for acceptance into an ACES-authorized Commissioning Program.

Change: TA is no longer available for Officers or Guard/Reserve Soldiers to pursue undergraduate or graduate program prerequisite classes required for acceptance into an ACES-authorized Commissioning Program.

6.e(1) Current programs include the AMEDD Enlisted Commissioning Program, the Doctor of Physical Therapy Program, the Enlisted to Medical Degree Preparatory Program, the Interservice Physician Assistant Program, the Master of Social Work Program, the Master’s Program in Nutrition, the Occupational Therapy Doctorate, and the United States Military Academy.

Update: An updated list of programs was added.

6.e(2) Soldiers can establish the Commissioning Prerequisites goal concurrently with another undergraduate goal by providing written verification from the program to a counselor who can create the goal within ArmyIgnitED. This goal can only be created by the Education Center.

Update: The addition of having a Commissioning Prerequisites goal concurrently with another undergraduate goal was added with the requirement for it to be created by the Education Center.

6.e(3) The SHs that Soldiers use for these classes will count towards the 130 SH undergraduate lifetime cap. If a Soldier already has a bachelor's degree, the SHs will still only count towards the 130 SH undergraduate lifetime cap.

Change: The SHs previously counted towards the graduate limit cap if the Soldier already had a bachelor's degree.

6.h. Soldiers not eligible for TA as a result of a minimum grade point average (GPA) hold must have a counselor create an Other Funded Tuition Assistance Request (TAR) in ArmyIgnitED on their behalf to raise the GPA. Counselors must upload official grade reports or other official documents from the AI's registrar office on behalf of the Soldier for these Other Funded courses. These official documents can be downloaded from electronic sources such as AI websites or portals. The hold will lift once the GPA meets the minimum requirements of a 2.0 for an undergraduate degree and 3.0 for a graduate degree. There is no override in the system for a GPA hold.

Change: The ability to add Other Funded TARs was added.

6.i. Soldiers who failed to submit a TAR for a previously completed course due to ArmyIgnitED 1.0 system errors can have a counselor submit a historical TAR on their behalf. Soldiers will provide documentation for the course to include course name and number, course cost, course final grade, and the start and end dates. This documentation must include the Soldier's name and the name of the AI. **(Note: this functionality will be implemented after successful data migration from FY21 and FY22.)**

Change: The historic TAR information was added as a function that will be available after successful data migration.

6.j(2) Soldiers must sign an electronic user agreement acknowledging compliance with Army TA policies and procedures each time they create a TAR.

Change: Soldiers were previously required to sign an SOU.

6.j(3) Soldiers must complete the Virtual TA Training after setting up an ArmyIgnitED account and then annually or when prompted by the system. Soldiers will acknowledge the review of this training in the ArmyIgnitED system.

Change: Soldiers were not previously required to complete Virtual TA Training.

6.j(4) Soldiers must declare an educational goal in terms of an associate's, baccalaureate or master's degree and this goal must be indicated within their ArmyIgnitED account. Only the ESO, ESS or guidance counselor may authorize educational goal changes. (**Note:** Academic Certificate goals are not available in ArmyIgnitED at this time.) Soldiers may submit TARs within ArmyIgnitED up to 60 days before the class start date but must submit the requests no later than seven (7) days prior to the class start date.

Change: Academic Certificate goals are not available in ArmyIgnitED at this time.

6.j(5) Soldiers may submit TARs within ArmyIgnitED up to 60 days before the class start date but must submit the requests no later than seven (7) days prior to the class start date.

Change: The previous requirement for submitting a TAR was that it had to be submitted and approved prior to the class start date.

6.j(6) Soldiers must request TA in the ArmyIgnitED portal prior to registering with their AI for classes. If they are unable to register with their AI due to being wait-listed, they should still request TA in the portal for the waitlisted course no later than seven (7) days from the course start date. If they do not get a course seat, they can then cancel the course in the portal with no cost. If they do not get into the original course but are offered another course, Soldiers can seek assistance from a counselor to have their original course information updated. Counselors can update TARs in the system, except for course start date.

Update: An update was made to include that counselors can now update TARs in the system, except for course start date.

6.j(8) Recoupment Waivers. Soldiers must initiate a separate Department of the Army (DA) Form 7793, Request for Recoupment Waiver, for each class on their approved degree plan when a grade of "W" is submitted by the AI. This form can be downloaded from the Army Publishing Directorate website (<https://www.apd.army.mil>) or a copy can be obtained through their education center. These requests must be submitted in the ArmyIgnitED portal no later than 30 days from the date that the AI posts the "W" grade in ArmyIgnitED. The DA Form 7793 will be uploaded as a supporting document in the recoupment waiver request in ArmyIgnitED.

Change: Recoupment Waiver requests will now only be considered when a "W" grade is posted in ArmyIgnitED by the AI and a Soldier only has 30 days from the date that the AI posts the grade.

6.j(12) Soldiers agree to reimburse the Army when they fail to make up an “incomplete” grade within the time limits stipulated by the AI or 180 calendar days after the completion of the class, whichever occurs first. Soldiers cannot use CLEP, DSST or self-funded institutional challenge exams or prior learning assessments to remove a grade of “incomplete.”

Change: Previous requirement was 120 calendar days after the completion of the class.

6.j(13)(c) ACCESS, Army U is the approval authority for all DA Form 7793s. ACCESS, Army U can disapprove a DA Form 7793 even if a Soldier’s commander recommends approval.

Change: DA Form 7793s were previously approved by education center staff.

6.k(13)(d) Approved Request for Recoupment Waivers will not result in the return of semester hours and money to the Soldier’s ArmyIgnitED account.

Change: When a recoupment waiver request was previously approved, the semester hours and money to the Soldier’s account were returned.

What is referred to as a “Request for TA Recoupment Waiver” in AR 621-5 is now referred to as a “Recoupment Waiver” throughout the Interim Policy Update as that will be the title of the new DA Form 7793.