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FM COMCOGARD FORCECOM NORFOLK VA//FC-C// TO ALCOAST BT UNCLAS //N01560//  
ALCOAST 405/15 COMDTNOTE 1560

SUBJ: FY16 COAST GUARD TUITION ASSISTANCE (TA) POLICY A. Performance,  
Training, and Education Manual, COMDTINST M1500.10 (series)

1. This ALCOAST announces FY16 Tuition Assistance policy effective  
immediately.

Focus of the change is to closely align CG policy with DoD policy.

2. New policies and eligibility criteria:

A. The Coast Guard will fund 100 percent of tuition cost not to exceed  
the following caps: \$250.00 per semester hour, \$166.67 per quarter hour,  
or

\$16.67 per clock hour. The annual cap for reimbursement of TA is \$4000.

B. In the event TA funds are exhausted before the end of the FY, TA  
funding will be suspended until additional funding becomes available.

C. TA funds are subject to recoupment from students who are  
unsuccessful completing courses. Successful course completion is defined  
as a grade of a "C" or higher for undergraduate courses, a B or higher for  
graduate courses, and a pass for pass/fail grades. All failing grades (D  
or lower for undergraduate courses, C or lower for graduate courses),  
incomplete (I) grades in effect longer than six months, and voluntary  
withdrawal (W) grades will result in recoupment of TA funds from the  
student.

D. Schools authorized to receive TA funding must participate and have a  
signed MOU with the DoD. The authorized school list can be found at the  
following website: [www.dodmou.com](http://www.dodmou.com).

E. Requirement - TA will no longer pay for any fees. Any item outside  
of tuition is considered a fee (e.g. lab, graduation, internet usage,  
etc.)

F. Requirement - Mandatory degree plans will be required after the  
completion of the second course using TA. If a degree plan has not been  
received by the Institute after the second course, no further TA will be  
authorized until the degree plan has been provided. Members that have  
already taken two courses utilizing TA will have to have their degree plan  
on file before any further TA will be authorized. In order to be eligible  
for TA, members must have a degree plan approved by their ESO and uploaded  
into WebTA after the second course using TA funding. Degree plans must be  
uploaded on the myeducation portal in webTA:

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

Courses not in alignment with an approved degree plan will not be approved  
by the Coast Guard Institute or funded with TA. See the CG Institute web  
site for specific instructions on uploading degree plans.

G. Requirement - Establishment of lifetime credit hour limits for TA  
are as follows: 130 semester hours for undergraduate work, and 40 semester  
hours for graduate work (or the quarter hours or clock hours equivalent).  
Lifetime credit hour limits will be calculated on all TA utilized since  
inception of the program. Once a member has reached credit, quarter or  
clock hour limits, TA will no longer be authorized regardless if the  
member has obtained a degree.

H. Information - Federal student aid loans obtained by Coast Guard members for the purpose of funding their education will no longer be considered a duplication of benefit and will not be subtracted when calculating the use of TA.

I. Information - The CG will begin to fund clock hours for courses leading to a degree from schools that are authorized to receive TA.

3. The following policies remain in effect:

A. TA is authorized for active duty military members eligible for TA. Member must be on Active Duty or a Reservist on long-term orders greater than 180 days.

B. TA is only available for courses leading to the first associate, bachelor, and graduate degrees. TA is not authorized to members pursuing an additional degree at the same or lower level regardless of how they received their first degree (i.e. if the applicant already has a bachelor's degree, TA shall not be authorized for an associates or bachelors degree even if the degree was obtained at a service academy, through the CG advanced education program, via grants or loans, VA benefits, or paid for by the member).

C. COs, OICs or first O-6/GS-15 in the chain-of-command are expected to ensure members meet the following eligibility criteria:

- (1) Satisfactory progress toward completion of unit quals.
- (2) Satisfactory progress toward watch station quals.
- (3) Satisfactory proficiency of craft, and
- (4) Satisfactory conduct during the six months prior.

(5) Note: TA approval authority shall not be delegated below Executive Officer, Executive Petty Officer or Deputy level.

4. All additional eligibility constraints and requirements listed in Ref (A) not addressed in this ALCOAST still apply.

5. Members are strongly encouraged to seek ESO guidance for deciding which college or university maximizes military training, credits-by-exam, and provides the best value for tuition dollars. ESOs can also help identify other sources of funding if desired.

6. These changes will be reflected in the next revision of Ref (A) "which will be released within the next year."

7. For field level questions please refer to your local ESO.

Questions from unit ESOs should be directed to CWO Michael D. Watson (Coast Guard Institute) at (405) 954-7233, email michael.d.watson@uscg.mil or email CGI-PF-Tuition\_Assistance@uscg.mil.

8. RDML D. G. Throop, Commander, Force Readiness Command sends.

9. Internet release authorized.