TA Eligibility Form

Please Process This Form Electronically and Do Not Print it.

Department of Homeland Security U. S. Coast Guard CG Sector NY (Ver.1. 07/20/2015)	**REQUEST APPROVAL FOR TUITION ASSISTANCE**

1. NAME (Last, First M	2. GRADE	3. DIV/BRANCH	4. PHONE
	SELECT		

Please check a box:

☐ (A) on active duty in regular Coast Guard

☐ (B) a Coast Guard Reservist under an ADOS / EDA contract

I hereby request permission to use Coast Guard Tuition Assistance (TA) for the course(s) listed below.

COURSE TITLE	COURSE CODE	COURSE NUMBER	CREDIT HOUR #	CREDIT HOUR S/Q	START DATE MM/DD/YY	END DATE MM/DD/YY

The courses listed above are parts of my degree program. My major is:

ie. Liberal Arts

Accompanying this form is a copy of my most recent EER summary for enlisted personel only.

TA has paid for. Enter the number of semester hour ☐ and the number of quarter hour ☐ for this fiscal qurter.

I understand that this form is not an application for tuition assistance. I also understand once the CO has approved my request; I must complete my WebTA application within MyEducation at the Navy Website and submit it to the Base Education Office for the approval process. Futhuremore, it is my responsibility to print the approved TA authorization Voucher from MyEducation, sign and email it to my college/university once Coast Guard Institute has authorized my TA.

Applicant's Digital Signature

I certify that the applicant (a) is making satisfactory progress toward completion of qualifications for his/her billet, (b) is making satisfactory progress toward watch-standing qualification, (c)is demonstrating satisfactory proficiency in his/her craft, and (d) has demonstrated satisfactory conduct during the last six months.

Department Head's Digital Signature

CO's/XO's/CO MIL PER Digital Signature

Instructions

All personnel who wish to use Coast Guard tuition assistance (TA) must complete and sign this form, then forward it by email through their chain of command to the CO MIL PER, Executive Officer or Commanding Officer. Once this form has been approved, the ESO will advise applicants that they may submit a WebTA application for the courses listed above.

CLEAR FORM