

MGIB Basic

Montgomery GI Bill – Basic

Discussion All members initially entering on active duty for two years or more must be enrolled in Basic MGIB unless, during the first two weeks of active duty, the member signs DD Form 2366 (MGIB Basic Enrollment) declining enrollment. Members submit DD Form 2366 to the Servicing Personnel Office (SPO) for input.

If the member declines MGIB, the SPO must record such declination in the system.

If the member does not decline MGIB, the SPO will enroll the member in Basic MGIB, and member will pay a total of \$1,200.00 in installments of \$100.00 per month for 12 months.

Only the SPOs at Training Center Cape May, Coast Guard Academy, NOAA, and PPC Topeka have the capability to submit Basic MGIB transactions.

MGIB enrollment elections are irrevocable. No enrollment suspensions, terminations, or refunds are allowed. If a member declines MGIB coverage, the member’s election is final and cannot be revoked.

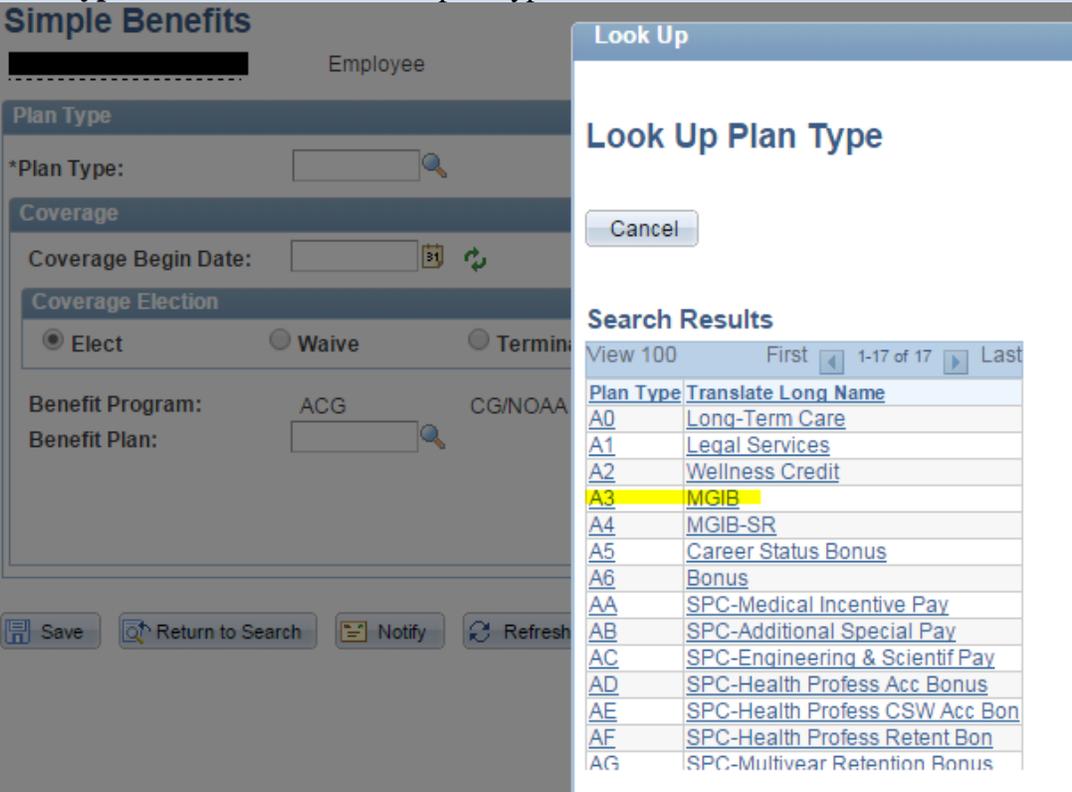
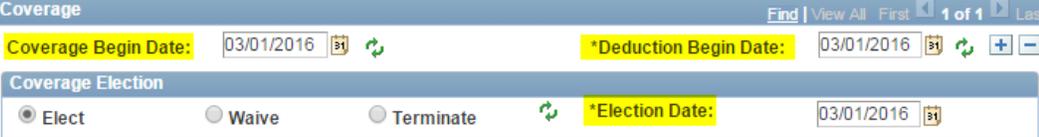
Accession Point Follow these steps to record MGIB Basic Enrollment.
SPO Procedure

Step	Action
1	<p>Select the "MGIB Enrollments" link from the Active & Reserve Pay Shortcuts pagelet.</p>  <p>Or, from the Enterprise Menu; Go to: Benefits -> Enroll in Benefits -> Simple Benefits</p>
2	Select the Employee to be enrolled from the Search page

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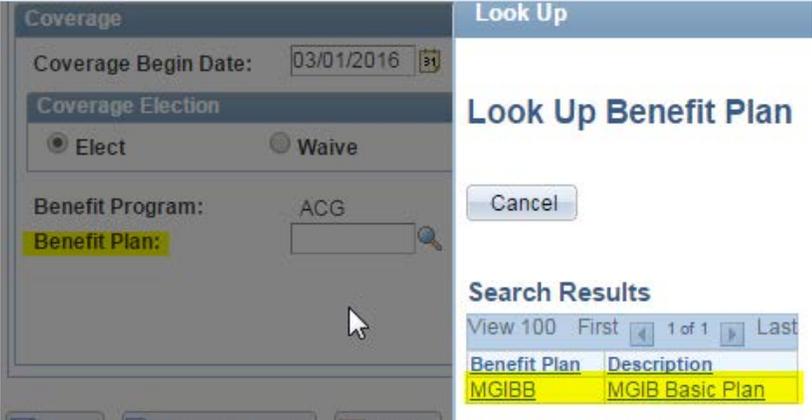
Accession Point SPO Procedure (continued)

Step	Action
3	<p>Plan Type: Select the "A3-MGIB" plan type.</p>  <p>The screenshot shows the 'Simple Benefits' interface. A 'Look Up Plan Type' dialog is open, displaying a table of search results. The 'A3 MGIB' plan type is highlighted in yellow. The background form shows the 'Plan Type' field, 'Coverage Begin Date', 'Coverage Election' (with 'Elect' selected), and 'Benefit Program' (set to 'ACG').</p>
4	<p>Enter Coverage Begin Date, Deduction Begin Date, Election Date Note: For members not declining enrollment (e.g. Starting the deduction) - All dates must be 1st day of the month following the month of accession unless the accession date is the 1st day of the month.</p> <ul style="list-style-type: none"> The MGIB start date must be entered as the 1st day of the 1st full month of P&A, otherwise the allotment will not process. Example - if a member is accessed on 10 January, the MGIB needs to be entered with a start date of 01 February.  <p>The screenshot shows the 'Coverage' section of the system. It includes fields for 'Coverage Begin Date' (03/01/2016), '*Deduction Begin Date' (03/01/2016), and '*Election Date' (03/01/2016). The 'Coverage Election' section has 'Elect' selected.</p>

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Accession Point SPO Procedure (continued)

Step	Action
5	<p>Select the required Coverage Election radio button option:</p> <ul style="list-style-type: none"> • Elect - Member hasn't declined enrollment within 14 days of accession. • Waive- Member has submitted DD Form 2366 (MGIB Basic Enrollment) declining enrollment. 
6	<p>Benefit Program: Select "ACG" Benefit Program (system default) if necessary.</p> <p>Benefit Program: <input type="text" value="ACG"/> CG/NOAA Active Deduction Prog</p>
7	<p>Benefit Plan: Select the "MGIBB" Benefit Plan.</p> 
8	<p>Simple Benefits</p> <p>S.r Employee ID: 12 6 Benefit Record: 0</p> <p>Plan Type: A3 MGIB</p> <p>Coverage Begin Date: 03/01/2013 *Deduction Begin Date: 03/01/2013</p> <p>Coverage Election: <input checked="" type="radio"/> Elect <input type="radio"/> Waive <input type="radio"/> Terminate *Election Date: 03/01/2013</p> <p>Benefit Program: ACG CG/NOAA Active Deduction Prog</p> <p>Benefit Plan: MGIBB MGIB Basic Plan</p> <p>Buttons: Save, Return to Search, Notify, Refresh, Update/Display, Include History, Correct History</p> <p>Click the Save button.</p>

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Known Issues The following are known issues with Montgomery GI Bill – Basic and Direct Access Global Payroll:

All dates must be 1st day of the month following the month of accession unless the accession date is the 1st day of the month.

- The MGIB and the MGIB-SR start date must be entered as the 1st day of the 1st full month of P&A, otherwise the allotment will not process. Example - if a member is accessed on 10 January, the MGIB needs to be entered with a start date of 01 February.
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