

Sector Baltimore ESO New Information

Check the ESO Information folder on the J Drive for the latest information. Preferred method to get a hold of Sector's ESO is via email.

The CG Institute has revamped their entire website and it is much easier to navigate. Please visit it at <http://www.uscg.mil/hq/cgi/index.html> for extensive information on all their programs.

End of Course Testing (EOCT)/RAT:

- 1) Information:
 - a) Sector Baltimore is a library unit so we maintain 3 copies of all EOCT tests. **You do not need to ask us to order a test for you; we have them all on hand.**
 - b) Members must bring a copy of the Supervisor sign off page from their signed practical factors as appropriate verification of having completed the EPQs for rating EOCTs this form is CG-3303; and for the EPME EOCTs the form is 1510-2.
- 2) **How to Request a test?**
 - a) **If you are ready to take a test, send an email to d05-sg-secbalt-eso@uscg.mil, state which test you need, and 2 requested testing blocks.**
 - b) Tests will be administered only on the days listed below:

Test Type (Click on type for more information)	Location	Availability	Scheduling
EOCT/RAT	Sector	Every Tuesday morning or afternoon 0800-1000 or 1200-1400	By appt via email request only 21 days in advance
ASVAB (ESO only)	Sector	2 nd and 4 th Wednesday of month 0800-1000	By appt via email request only, 21 days in advance
DSST	Fort Meade or Dorsey Station		Call for scheduling
CLEP	Fort Meade or Dorsey Station		Call for scheduling
Mid Term/Finals	Sector	Will be arranged during Tuesday testing blocks.	By appt via email request only, must be scheduled in advance.
SAT/ACT (ESO Only)	SFLC/Sector		By appt only via email request
DWO/SARFUNDS	Sector	2 nd Wednesday of month 0800-1000	By appt via email request only, 21 days in advance
DLPT	Fort Meade		Call for scheduling

- 3) Testing is done on a web-based answer sheet. Once the answer sheet is submitted we receive an **unofficial** score for the test. The **official** results are available in CGHRMS/Direct Access normally within 24-48 hours.
- 4) If you do not pass the EOCT you must wait **21 calendar days** to retest. This will give you time to study more thoroughly before retesting.

Tuition Assistance (TA):

- 1) Review [TA Eligibility Requirements](#).
- 2) How to submit:
 - a) Review the [SOP for Coast Guard's Training System](#)
 - b) Fill out electronic eTA form; email form to your Supervisor. Once signed, Supervisor should email to the CO, MILPERS. Once signed by CO, MILPERS, it will be emailed to ESO and copy member.
 - c) Once signed and routed, ESO will send a member authorizing them to begin the process.
 - d) More of TA:
http://www.uscg.mil/hq/cg1/cgi/active_duty/pay_for_college/ta/default.asp
- 3) Submission Requirements:
 - a) New requirement: You MUST attach proof of the amount of the tuition for the college you will be attending. An email from the school, a screen print from their website, etc. are acceptable. It's recommended you get proof of tuition by contacting the college counselor/registrar...many colleges give the in-state tuition for military personnel.
 - b) **YOU MUST SUBMIT YOUR REQUEST 14 days before the class starts.** Any requests received after the start date of the class will require extensive justification for why it's late.

College Degree Planning (Only Conducted by Sector ESO):

- 1) The CG Institute has a new form for requesting a college degree plan and evaluation of what college credit you've earned through your military courses. The form and instructions are available at: [http://www.uscg.mil/hq/cgi/Voluntary Education/College Degree Programs/index.html](http://www.uscg.mil/hq/cgi/Voluntary_Education/College_Degree_Programs/index.html)
- 2) Follow the instructions carefully and fill the form out completely to ensure you receive an accurate college degree plan.
- 3) All requests for Sector Staff personnel must be sent through the Sector ESO to endorse and fax. Unit OINC/COs can endorse for their personnel, or send through to Sector ESO for endorsement/fax.
- 4) When you receive the information back from the Institute, send an email to d05-sg-secbalt-eso@uscg.mil **requesting a counseling appointment with the ESO** to discuss the best way to reach your college degree goals.

CLEP/DANTES testing:

- 1) CLEP/DANTES tests are an effective way to earn college credit without attending college classes. Study guides for most tests are available at local libraries, and include pre-tests for the subject.
- 2) Testing is not conducted at Sector Baltimore, but can be arranged through the National Testing Center.

Scholarship/Grants/ Funding Information:

- Members are highly encouraged to view the [Commonly Claimed Expenses](#) web page at the Coast Guard Institute to determine if they can apply for a grant to get reimbursed for certain educational expenses. If you choose to apply for a grant, ensure you have all receipts to document expenditures.
- Additional college funding information is available at this site: [http://www.uscg.mil/hq/cgi/College Funding Assist/index.html](http://www.uscg.mil/hq/cgi/College_Funding_Assist/index.html)

Post 9/11 GI Bill Information:

If you're considering transferring your GI Bill benefits to your dependents, make sure that you are informed by visiting <http://www.gibill.va.gov/>

The simplified rule for Post-9/11 GI Bill Transfer of Education Benefit as written in the DCMS, is listed below:

1. If a member was retirement eligible as of 1 August 2009, no additional service obligation required.
2. If a member was retirement eligible from 2 August 2009 - 31 July 2010, they must obligate 12 additional months.
3. If a member was retirement eligible from 1 August 2010 - 31 July 2011, they must obligate 24 additional months.
4. If a member is retirement eligible from 1 August 2011 - 31 July 2012, they must obligate 36 additional months.

5. Any member retirement eligible on/after 1 August 2012 must obligate 48 additional months.
6. Any member "involuntarily" and honorably discharged/retired, i.e., CRSP, medical board, disability, etc., no matter how long they've been in, can transfer benefits while still on Active Duty without having to obligate additional service time.

Starting 01 August 2013, obligated service requirements will be determined by our Commandant. Until then, there is no change and the current obligated service requirements will remain in effect.

Questions regarding obligated service requirements should be directed to Mr. Reidus Stokes, GI Bill Program Manager, 202-493-1936 or Reidus.Stokes@uscg.mil

How Do I Transfer My Post 9/11 GI Bill Benefits?

1. Your CAC is needed initially. Click <https://www.ebenefits.va.gov/ebenefits-portal/ebenefits.portal> .
2. Click "register for a Premium Account" (located on the right side of web page under Most Popular Features). Follow the steps.
3. After registering, "x" out of the webpage and click <https://www.ebenefits.va.gov/ebenefits-portal/ebenefits.portal> again.
4. Login using username and password you created during registration.
5. Once logged on, click on "Transfer Post 9/11 Education Benefits" (located on the right side of web page under Most Popular Features).
6. Verify the dependents that are listed. Under the "Edit" column click each respective name and enter the number of months of benefit you want to add (up to 36 months total for all dependents).
7.
 - a. START/END DATE for spouse: leave blank (START date defaults to date you make the requests).
 - b. START/END DATE for children: leave blank (END date defaults to 26th birthday for dependent children and 15 years after service end date for spouses).
 *** You can also choose to "revoke" previously transferred benefits on this page.
8. Read and check the boxes under "Transferability of Education Benefits Acknowledgements" to acknowledge understanding.
9. Click "Submit Request".

[Anyone who has transferred Post 9/11 GI Bill benefits, but is now considering using it for themselves, should be careful to NOT revoke all the previously transferred benefits (i.e. take months obligated to dependent down to zero). Doing so will require a new obligated period if/when you transfer it back.]

How Do I Use My 9/11 GI Bill Benefits?

CG members can activate their Post 9/11 GI Bill online by visiting <http://vabenefits.vba.va.gov/vonapp/main.asp> and following the steps below.

1. Click on "Start VONAPP"
2. Click "continue" located at the bottom right of page until you reach the login and Pass screen
3. Click on "Sign up now" and create a user name/Password (with hint)
4. Select "Form 22-1990" from the drop down menu located at the top and click continue
5. You will be asked a series of questions to create your electronic submission

-OR-

CG members can activate using a paper application by visiting this link for the VA Form 22-1990 (Application for VA Education Benefits)

Officer Program Requirements:

- 1) Officer program deadlines will change from year to year, please check www.gocoastguard.com for information on actual deadline dates. However the process for submitting officer program packages will not change. Below is the process for submitting officer program packages.

Step	Action	Deadline
1	Determine your program of interest and determine if you meet the eligibility criteria.	
2	Review the Officer Application Job Aid Kit (OJAK)	
3	Determine the program deadline based on your program of interest.	
4	Contact your recruiter well in advance of the deadline.	4-5 months prior to RO deadline
5	Begin your application.	3 months prior to RO deadline
6	Once your package is near completion, speak with your chain of command to arrange for a Command interview. The Command interview will validate the Command endorsement. The Command interview shall be conducted not more than 2 weeks prior to package deadline to recruiter.	2 weeks prior to RO deadline
7	Submit your final package to the recruiter.	Recruiting Officer (RO)Deadline
8	Recruiter will arrange for your panel interview.	

Collateral Duty ESO:

- a) The joint email allows the Collateral Duty ESO's to approve TA's in the event the Sector ESO is on leave. Previously scheduled testing will be administered by Collateral duty ESO's. However, as annotated in the Testing Table, only certain tests can be administered by the Sector ESO, tests where the ESO is required will not be scheduled during leave periods.