ELECTRONIC TUITION ASSISTANCE APPLICATION Procedures

(E-TA)

Before you can apply for TuitionAssistance, you must do two things.

First, We are in Phase 2 of BETA testing of the Joint Services Transcript (JST) which is replacing the CG Assessment. We ask that you log into the (JST) website at

https://jst.doded.mil/smart/welcome.do

by using your CAC Card. The JST shows you how much recommended college credit you have already earned. After logging in to the website, select transcript to review your unofficial JST. When reviewing the JST, pay attention to start/end dates of A and C schools as well as your dates of rank against your Direct Access data. If you discover problems, complete a CGI-1562 and include documentation (certificates/course completion letters, etc) for those courses to be submitted to your ESO for processing using TACCTS. If your JST is correct, you may request your Official Transcript(s) through the JST website at

https://jst.doded.mil/smart/welcome.do\

using the Transcript Request option.

This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

ELECTRONIC TUITION ASSISTANCE APPLICATION Procedures

(E-TA)

Second, you **must submit** a **"Request To File Tuition Assistance Application" (D7 Form Revision 11/2014)** through the chain of command to the CO/XO via your Supervisor. Form must be signed by E-7 or above in the Supervisor Block.

Click on link below for "Request To File Tuition Assistance Application"

http://www.uscg.mil/d7/airstaMiami/Downloads/D7%20TA%20Request%20Form.pdf

This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

Instructions For Completing The Request To File Tuition Assistance Application

Blocks #1-3 are self-explanatory.

Block #4, choose which degree you are seeking.

Block #5 is self-explanatory.

Block #6 is self-explanatory. You may either Hand-Sign or Digitally Sign this form.

U.S Department of Homeland Security
U.S. Coast Guard
7th Coast Guard District
(Revision: 04/2013)

REQUEST TO FILE TUITION ASSISTANCE APPLICATION
FY 2013

Eligibility Requirements for remaining FY 2013 have changed.
Please complete with appropriate signatures prior to filing an Application for Tuition Assistance

1. NAME: (Last, First, MI)	2. EMPLID:	3. SERVICE STATUS:
Coastie, Joseph B.	9876543	✓ Active Duty (E-6 and Below)

4. DEGREE TYPE SEEKING Associates Degree ✓ Bachelor Degree ✓

5. ENROLLMENT INFORMATION
6 credit hours are the maximum number of credit hours per Fiscal Quarter

Course #	Title	# of Credits	In Class/Online	Start Date
ENLG101	English	3	Online	06/22/2013
MATH101	General Mathematics	3	In Class	06/22/2013

Personnel within the Seventh Coast Guard District AOR eligible to utilize the Coast Guard Tuition Assistance Program will complete this form and forward up their Chain of Command for final signature by Commanding Officer or Officer in Charge. All completed forms will be forwarded to their Education Services Officer. This process will ensure all members utilizing TA are in fact eligible for the program; thus preventing individuals from any unnecessary repayment of tuition assistance monies.

6. MEMBER CERTIFICATION
I certify that the above information is correct. I acknowledge that I am now permitted to apply for Tuition Assistance with the understanding that it may be disapproved at the Supervisor/CO/OIC level.

PRINTED NAME: (Last, First, MI)	RATE/RANK:	SIGNATURE/DATE:
Coastie, Joseph B.	EM2/E-5	Coastie,Joseph.B.1987654321 Digitally signed by Coastie,Joesph.B.1987654321 DN:c=US, o=U.S.Government Ou=DoD, ou=PKI, ou=USCG, cn=Coastie,Joseph.B.1987654321 Date: 2013.01.10 15:34:38 -06'00'

7. SUPERVISOR VERIFICATION

es ... | Santa Photos | Microsoft PowerPoi... | http://www.uscg.mi... | Adobe Dreamweave... | D7 TA Form Web [C... | D7 TA Form Web.pd...

This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

Instructions For Completing The Request To File Tuition Assistance Application

PRINTED NAME: (Last, First, MI)	RATE/RANK:	SIGNATURE/DATE:
Coastie, Joseph B.	EM2/E-5	Coastie,Joseph.B.1987654321 Digitally signed by Coastie,Joesph.B.1987654321 DN:c=US, o=U.S.Government Ou=DoD, ou=PKI, ou=USCG, cn=Coastie,Joseph.B.1987654321 Date: 2013.01.10 15:34:38 -06'00'

7. SUPERVISOR VERIFICATION

- ✓ Satisfactory progress toward completion of unit qualifications
- ✓ Satisfactory progress toward watch station qualifications
- ✓ Satisfactory proficiency of craft
- ✓ Satisfactory conduct during previous (6) months prior to TA app

I have verified the member's Service Status and Eligibility Requirements as listed above.

PRINTED NAME: (Last, First, MI)	RATE/RANK:	SIGNATURE/DATE:
Supervisor, Ima A.	EMC/E-7	Supervisor,Ima.A.1987654321 Digitally signed by Supervisor,Ima.A.1987654321 DN:c=US, o=U.S.Government Ou=DoD, ou=PKI, ou=USCG, cn=Supervisor,Ima.A.1987654321 Date: 2013.01.10 15:34:38 -06'00'

Block #7 should be completed by your Shop Chief (E-7 or above).

Form may be either Hand-Signed or Digitally Signed.

This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

Instructions For Completing The Request To File Tuition Assistance Application

8. COMMANDING OFFICER (CO/XO/DEPUTY) / OFFICER IN CHARGE (OIC/XPO) APPROVAL		
PRINTED NAME: (Last, First, MI) Command, Imin A.	RATE/RANK: CAPT/O-6	SIGNATURE/DATE: **Command,Imin.A.1987654321** Digitally signed by Command,Imin.A.1987654321 DN:c=US, o=U.S.Government Ou=DoD, ou=PKI, ou=USCG, cn=Command,Imin.A.1987654321 Date: 2013.01.10 15:34:38 -06'00'
9. RETURN OR FORWARD COMPLETED FORM TO YOUR ESO		

Only the CO and/or XO are authorized to sign Block #8.

Form may either be Hand-Signed or Digitally Signed.

It is member's responsibility to ensure this form is returned to the ESO.

ESO cannot process your Tuition Assistance without this form.

This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

To complete a new TA application you will need:

- 1. Air Station Miami ESO's e-mail address: Robert.W.Sova@uscg.mil
- 2. Your Unit OPFAC Number
- 3. Air Station Miami ESO phone number: (305) 953-2363
- 4. Your class registration form
- 5. The above registration form or bill, catalog page, course guide, etc. which lists the cost per credit hour, any fees and preferably: course name and start/end dates will need to be forwarded to the Air Station Miami ESO. Preferred method via e-mail.

This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

Three Step Process

- 1. Create (if you don't already have one) a Navy Knowledge Online Account (NKO)
  https://wwwa.nko.navy.mil/portal/home/
- 2. Use the user name and password from NKO account and go to separate eTA website:
  https://myeducation.netc.navy.mil/consentbanner.html
- 3. E-mail ESO a copy of the registration/tuition costs:

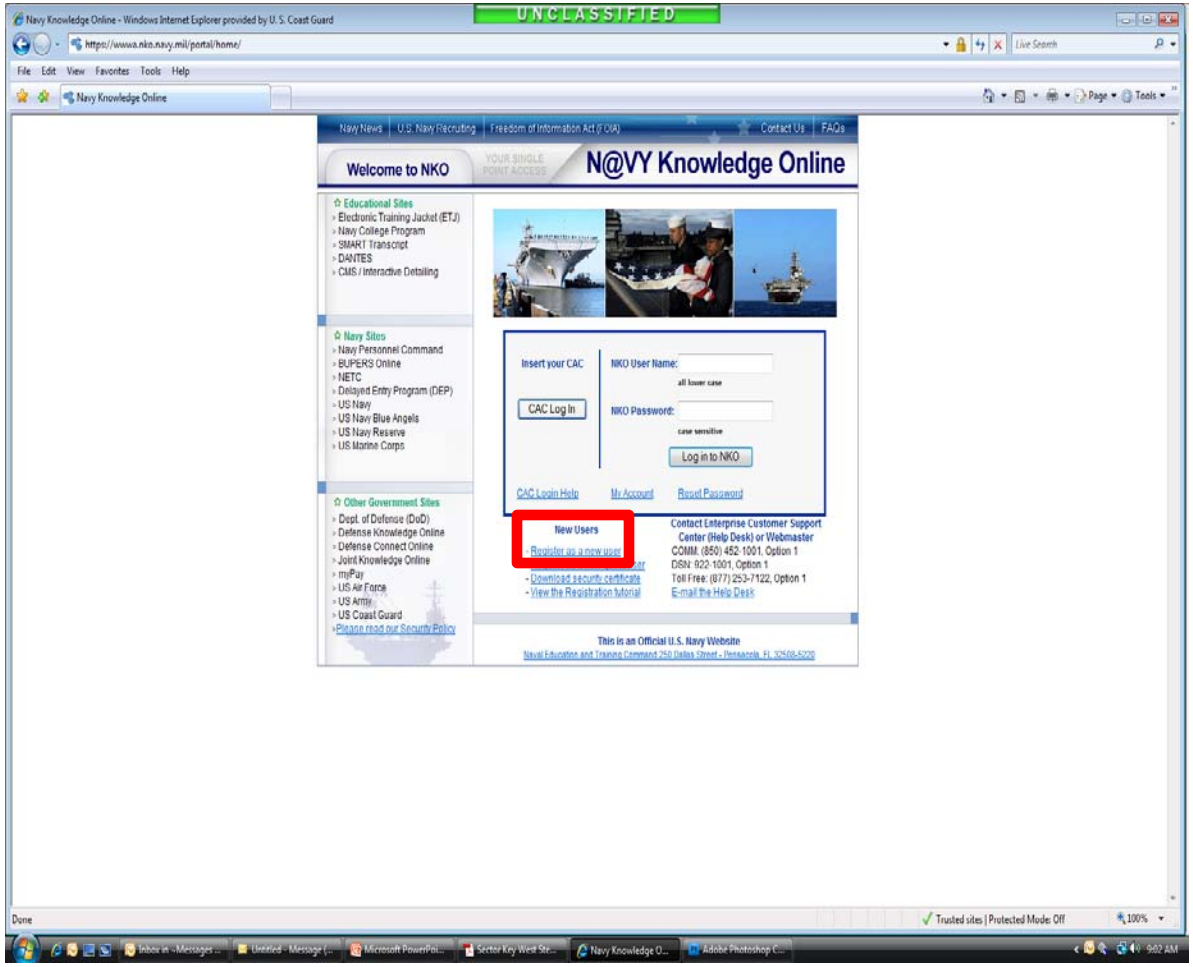
  Acceptable documentation includes:

  - Scanned documents (e.g., pages from school's catalog or course guide)
  - Hard-copy catalog, course guide, etc.
  - Registration/Billing Information from school **(preferred)**

Step 1 - NKO Registration / Account

* This is the Navy Knowledge Online (NKO) Home Page.

* Click on **“Register as a new user”** (see red square)



This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

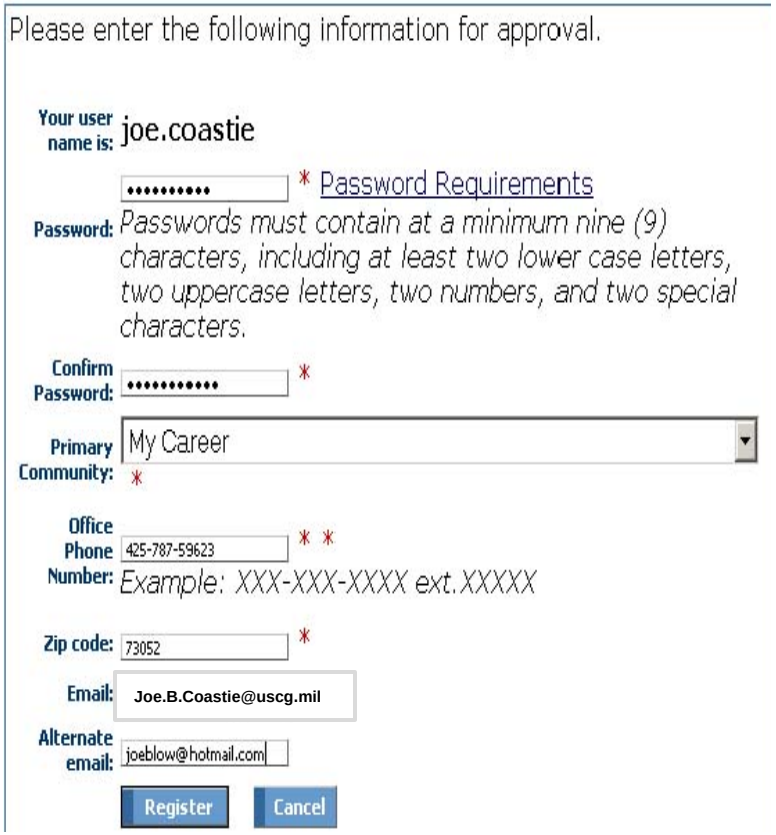
Step 1 - NKO Registration / Account (Con't)

- Enter your **First Name**
- Enter your **Middle Name**
- Enter your **Last Name**
- Enter your **Social Security Number**
- **Day of Birth:** Use the drop down menu to select the day you were born.
- **Month of Birth:** Use the drop down menu to select the month you were born.
- **Year of Birth:** Use the drop down menu to select the year you were born.

This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

Step 1 - NKO Registration / Account (Con't)

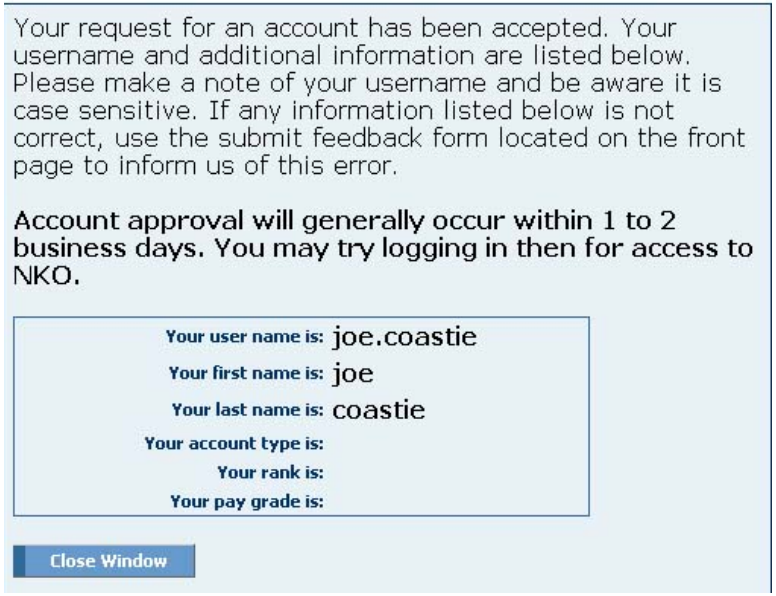
- **Password:** Enter a password that can be remembered easily. Be sure to read the password requirements.
- **Confirm Password:** Enter the password again exactly the same.
- **Primary Community:** Use the drop down menu to select **"My Career"** unless your specific area of study is listed. Use ***"ENLISTED" or "OFFICER".***
- **Office Phone:** Enter a work number that you can be reached at.
- **Zip Code:** Enter the zip code where you currently live.
- **E-Mail:** Enter your e-mail address listed in global (work e-mail address).
- **Alternate E-mail:** Enter an alternate e-mail address that you can be reached at (home e-mail address).
- Click on **"Register".**



This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

Step 1 - NKO Registration / Account (Con't)

- This screen validates your request for a logon.
- Be sure to make a note of your username and password and keep in a safe place.
- If your logon is denied, or you have any other problems, contact your ESO.


Your request for an account has been accepted. Your username and additional information are listed below. Please make a note of your username and be aware it is case sensitive. If any information listed below is not correct, use the submit feedback form located on the front page to inform us of this error.

Account approval will generally occur within 1 to 2 business days. You may try logging in then for access to NKO.

Your user name is: joe.coastie
Your first name is: joe
Your last name is: coastie
Your account type is:
Your rank is:
Your pay grade is:

Close Window

You will now leave the Navy Knowledge Online (NKO) Website

You will need your NKO USERNAME and PASSWORD to access the eTA Website

This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

Step 2 – eTA Website

You will need your NKO USERNAME and PASSWORD to access the eTA Website

Go To:

https://myeducation.netc.navy.mil/consentbanner.html

*** Do not bookmark this website ***

Step 2 – eTA Website (Con't)

You are accessing a U.S. Government (USG) Information System (IS) that is provided for USG-authorized use only.

By using this IS (which includes any device attached to this IS), you consent to the following conditions:

- The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence (CI) investigations.
- At any time, the USG may inspect and seize data stored on this IS.
- Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG authorized purpose.
- This IS includes security measures (e.g., authentication and access controls) to protect USG interests--not for your personal benefit or privacy.
- Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such communications and work product are private and confidential. See User Agreement for details.

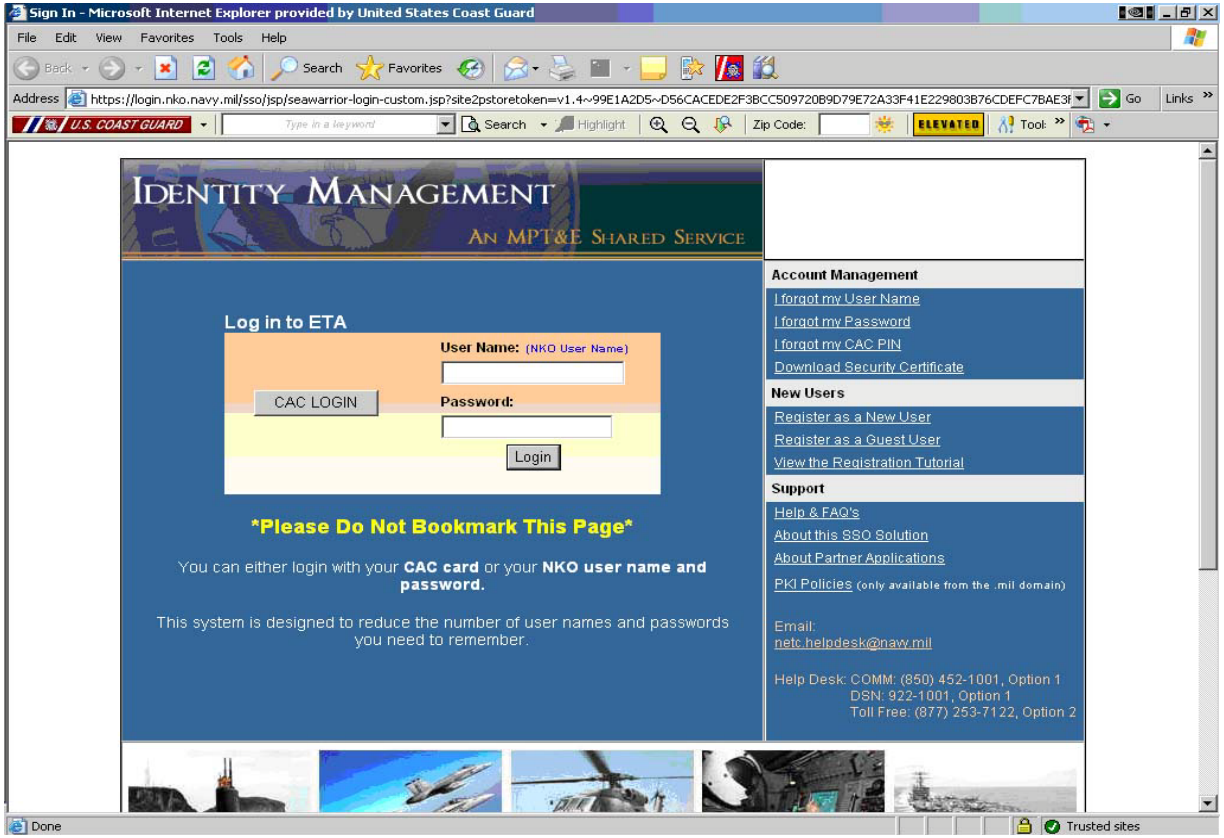
Click OK

Ok

Step 2 – eTA Website (Con't)

To log in to E-TA

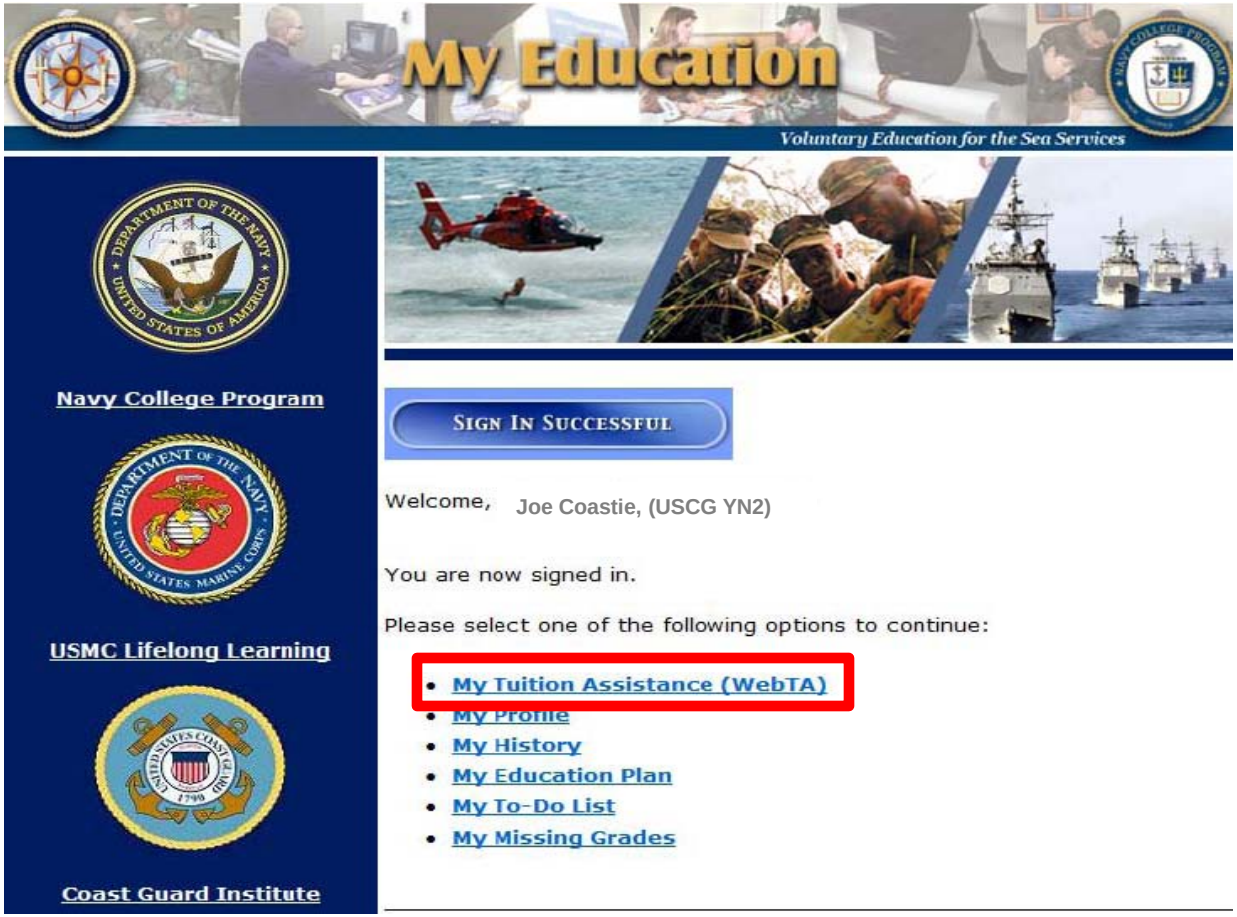
- Use your **"NKO" User Name.**
- Type in your **"NKO" Password**.
- Click on "**Login"**.
- After initial login you can use your **"CAC Login"** button.



This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

Step 2 – eTA Website (Con't)

- Select "My Tuition Assistance (WebTA)"



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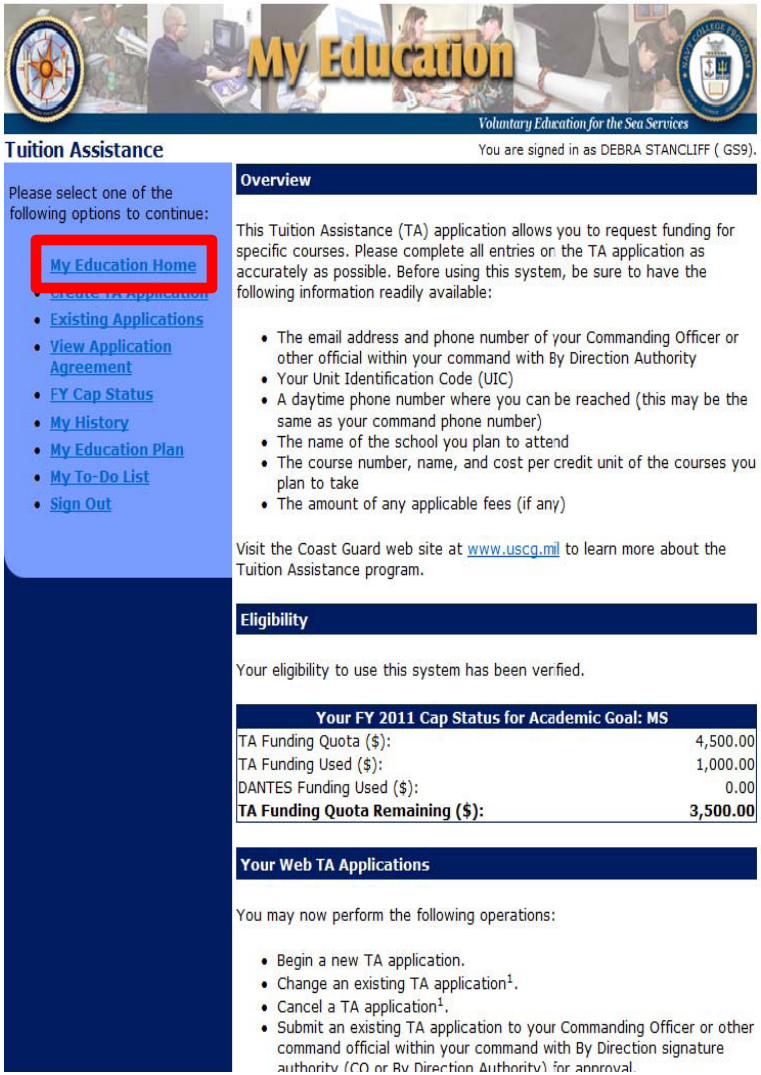
Step 2 – eTA Website (Con't)

Click Here



To fill out a new application: Click on **"Create TA Application"**

(Your screen may just say "Application". That will also work!!)

Step 2 – eTA Website (Con't)

a. Your full name
b. Your SSN
c. Name of school
d. Term dates involved
e. Course name/number
f. TA Authorization Voucher number

NETPDTC
Mailing Address: *Commanding Officer
NETPDTC TA Accounting N8115
6490 Saufley Field Road
Pensacola, FL 32509-5241

E-Mail Address: SFLY_TA.Navy@navy.mil
Telephone: DSN 922-1001 x2 x2
Commercial 850-452-1001 x2 x2
Fax: DSN 922-1149
Commercial 850-452-1149

Tuition Assistance is available under Federal Law 10 USC 2007. By pressing the *I Accept* button on this web page, I certify I have read, understand, and will comply with all of the governing voluntary education instructions and the provisions on this form. I understand I will pay all costs over and above the amount of tuition assistance authorized.

Commissioned Officers Only: By pressing the *I Accept* button on this web page, I agree, in accordance with 10 USC 2007, to remain on active duty for two (2) continuous years after completing the course(s) on this form. This obligation runs concurrently with any remaining obligated service time. This agreement does not obligate the military service to retain me on active duty. If allowed to voluntarily resign before my two year obligation is served, I will repay the government a portion of TA expended on my behalf during my last two years of active duty in accordance with 10 USC 2005. Reimbursement of TA does not negate the obligation.

Click Here

I Accept | I Do Not Accept

This is an official U.S. Navy web site.

Web Tuition Assistance Application version 0.4 / build 20080324

Read carefully and click **"I Accept"** button on the next two pages

(a CG Version of this agreement is coming soon)

Step 2 – eTA Website (Con't)

You will be asked if the school you are requesting is the same school you last attended.

Click "**Yes**" - If you are attending the same school listed
Click on "**No**" - If the school you are attending is **NOT** listed

Information in Red Boxes MUST read as listed!!

Step 2 – eTA Website (Con't)

Make sure default information is correct: Last Four, Rate/Rank, Last, First and Middle Name.

Your Work Phone and FAX Numbers

You're .MIL e-mail

Mr. Sova's E-mail Address

Applicant Information

1. SSN (Rate/Rank & Pay Grade):
   *****2222 (YN2 E5)
2. Last Name:
   COASTIE
3. First Name:
   JOE
4. Middle Name:
   S
5. Daytime Phone (click here for int'l numbers):
   commercial: (area code) work number
   DSN: - ext.
6. FAX (click here for int'l numbers):
   commercial: (area code) work fax
   DSN: - ext.
7. Applicant's E-mail Address:
   Joe.J.Coastie@uscg.mil
8. CO or By Direction Authority's E-mail Address:
   Robert.W.Sova@uscg.mil

9. GI Bill Enrollment Status:
   None

"NONE"
Should read "NONE"
TA and GI Bill Benefits are not authorized for the SAME Course unless you are using "TOP-UP".

10. Years of Education:
    12

12 is if you graduated from HS. Additional Years of College add +1 for each year.

11. Command UIC:
    Unit OPFAC
12. Command Name:
    Commanding Officer
13. Command Address:
    Your Duty Station
    Address
    City, State, Zip

Default – No Change Needed

14. Command Phone (click here for int'l numbers):
    commercial: (305) 953-2363
    DSN: - ext.

Use Mr. Sova's Phone Number

15. Your Assigned NCO is listed. If you are located at a different duty station that does not correspond to this NCO or if no NCO is assigned, please select one:

Use dropdown menu to Select:
DIST 7 AIR STATION MIAMI/MIAMI, FL US

When Complete, Select "NEXT"

Next

This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

Step 2 – eTA Website (Con't)

Home | New Application | Existing Applications | View Application Agreement
FY Cap Status | View History | Sign Out

New Application Step 2 of 3

You are signed in as YN2 Joe Coastie (E5).

Instructions

Complete this form and press the *Next* button. You may press the *Previous* button to return to the previous step in the form. All form items are required unless otherwise noted in the form. Click on the icon to select the value for a form item from a list; click on the icon to select the value for a form item from a calendar.

Degree Planning Information

16. Immediate Academic Goal: **Type of Degree Currently Pursuing: (AA, AS, BA, BS, MA, MS, etc.)**
17. Do you have an Education Plan for the Goal listed above? ○ Yes ◉ No — **YES or NO** — **Select YES, if school provided detailed listing of courses needed, otherwise select NO. A degree plan is required after 12 credits paid with TA monies.**
18. Anticipated Graduation Date if within next 12 months (yyyy/mm) — **If known, add Graduation Date, otherwise leave blank.**
19. If graduating within next 12 months, School Issuing Degree: — **If known Graduation Date, add school, otherwise leave blank.**
20. Have you Applied for Graduation? ○ Yes ◉ No — **YES or NO**
21. Do you have a SOCCOAST Agreement? ○ Yes ◉ No — **YES or NO**
22. If yes, SOCCOAST School: *not selected* — **If YES to 21, Click on Green Arrow and select your SOCCOAST School.**

Previous | Next — **When Complete, Select "NEXT"**

This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

Step 2 – eTA Website (Con't)

Item #27:
Course – Enter Course Department and Number exactly as it appears on your schedule. Don't Include section Number.

Item #28:
Course Title – Enter Course Title exactly as it appears on your schedule.

Item #29:
Only applicable if course is a Foreign Language Course. If it is, place "Y" in this block.

Item #30:
Course Description:

1. On-base – Actual class takes place at a CG Unit.
2. Off-base – Class that one physically attends.
3. Distance – Classes occur online.
4. Credit by Examination

Item #31:
Course Level:

Course Numbers beginning with:

100 or 200 are "L" Level
300 or 400 are "U" Level
500 or 600 are "G" Level
0-099 are "D" Level
(only use if receiving college credit)

Item #32:
Mode of Instruction:

I = Instructed (lecture) course (in class)
W = Web-based course (online)

New Application Step 3 of 3 You are signed in as **Joe Coastie.**

Instructions

Complete this form and press the *Save* button. You may press the *Previous* button to return to the previous step in the form. All form items are required unless otherwise noted in the form. Click on the icon to select the value for a form item from a list; click on the icon to select the value for a form item from a calendar.

Course Request Information

25. School Name: Name of School

26. Term Start - End Date (yyyy/mm/dd): Start Date - End Date

When taking more than 1 Class, if the classes have different Start / End Dates, a new application is needed for each class.

	27. Course Dept & No e.g. ENG 101	28. Title	29. Foreign Lang	30. CD	31. CL	32. PIM	33. CU	34. # Credit Hours	35. Cost per Credit ($)	36. Course Fees ($) (optional)
a.	SOCL 151	Intro To Sociology		3	L	W	S	3	161.01	
b.										
c.										
d.										
e.										

Clear Checked

Previous Save Cancel

When Completed Select "SAVE"

Item #33:
Enter type of Credit Hours:

S = Semester Hours
Q = Quarterly Hours

Item #34:
Number of Credit Hours:

How many credit hours is the class worth.

Item #35:

Cost Per Credit Hour

Item #36:

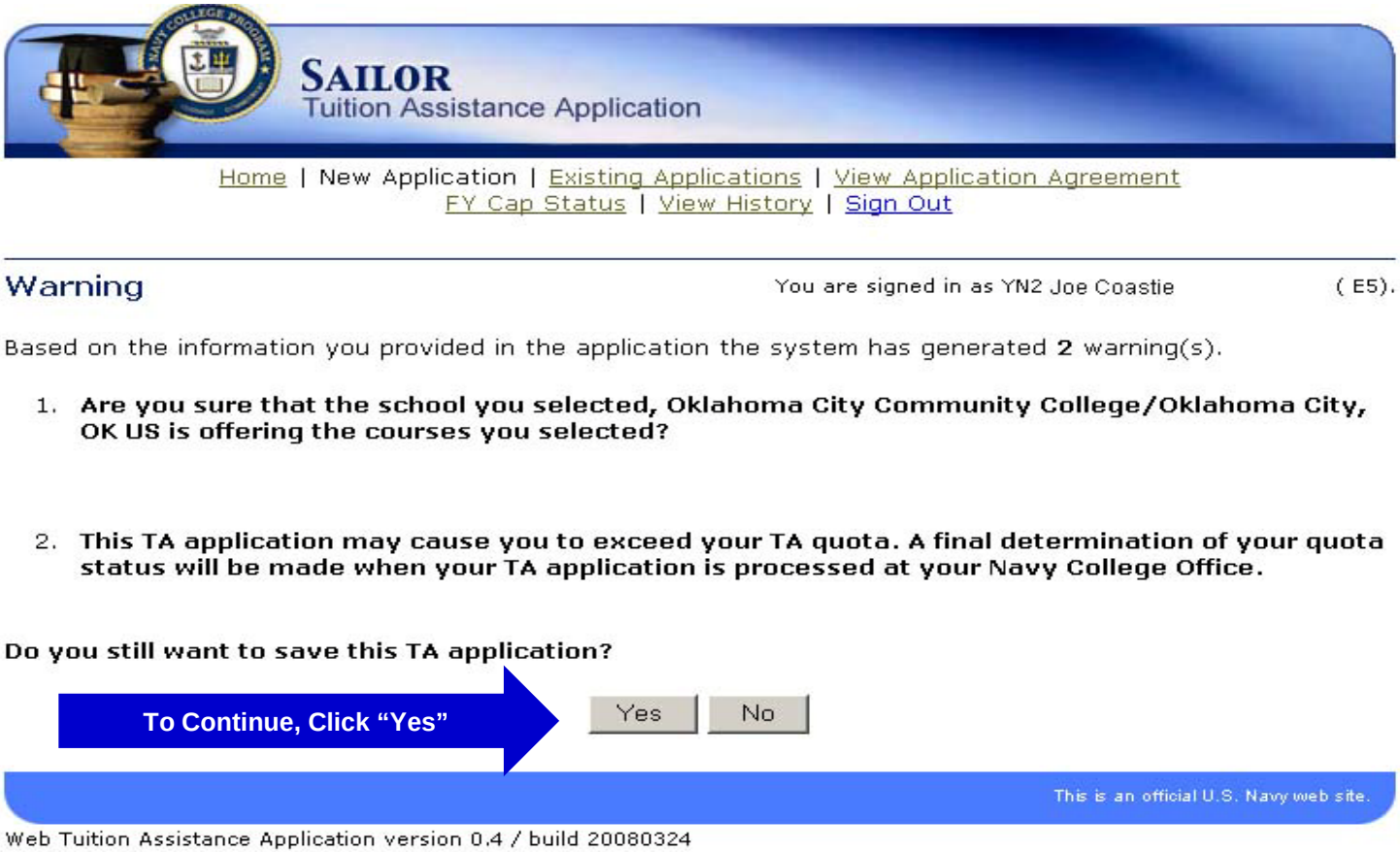
1. Internet
2. Laboratory
3. Shop
4. Studio
5. Technology
6. Resource
7. Library

These 7 Fees are the only fees that can go in this box.

This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

Step 2 – eTA Website (Con't)

- If the system detects any warnings, it will let you know at this time.
- Click on "**Yes**" after you acknowledge the warnings and if you want to continue the application.
- Click on "**No**" if you do not want to continue the application.



Step 2 – eTA Website (Con't)

WARNINGS

There are two (2) warnings that will automatically deny your TA:

- Your End Of Enlistment (EOE) date **must** occur after the end of your class. (Example: If your class ends 31 May 2010. Your EOE date must be at least 01 June 2010 or later). If this is not the case you will have to go through the process to extend your enlistment AND submit all of the documentation to the ESO.

- You have an outstanding TA Debt or you are missing grades from a previous class. If you are missing grades, you will have to submit your grades to the ESO and they will forward to CGI for processing. Once posted, you will be able to continue with your electronic application. If you have an outstanding dept, you will have to pay the dept and wait for the information to process.

Step 2 – eTA Website (Con't)

Review Your Application:

- If everything looks good, click on "**Submit**".
- You can cancel your application if needed, click on "**Cancel**".
- If any information needs to be changed, click on "**Change**".

This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

Step 2 – eTA Website (Con't)

- Verify that you actually want to submit the application
- You must click the "Yes" button to submit your application

This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

Step 2 – eTA Website (Con't)

- The application has been sent to your ESO via E-mail.
- The application can still be canceled if needed, click on **"Cancel"**.
- If everything is completed, you can now "Sign Out".

Make sure Air Station Miami's ESO's E-mail address is listed correctly. The ESO will be notified via E-Mail that you have submitted an application.

Step 2 – eTA Website (Con't)

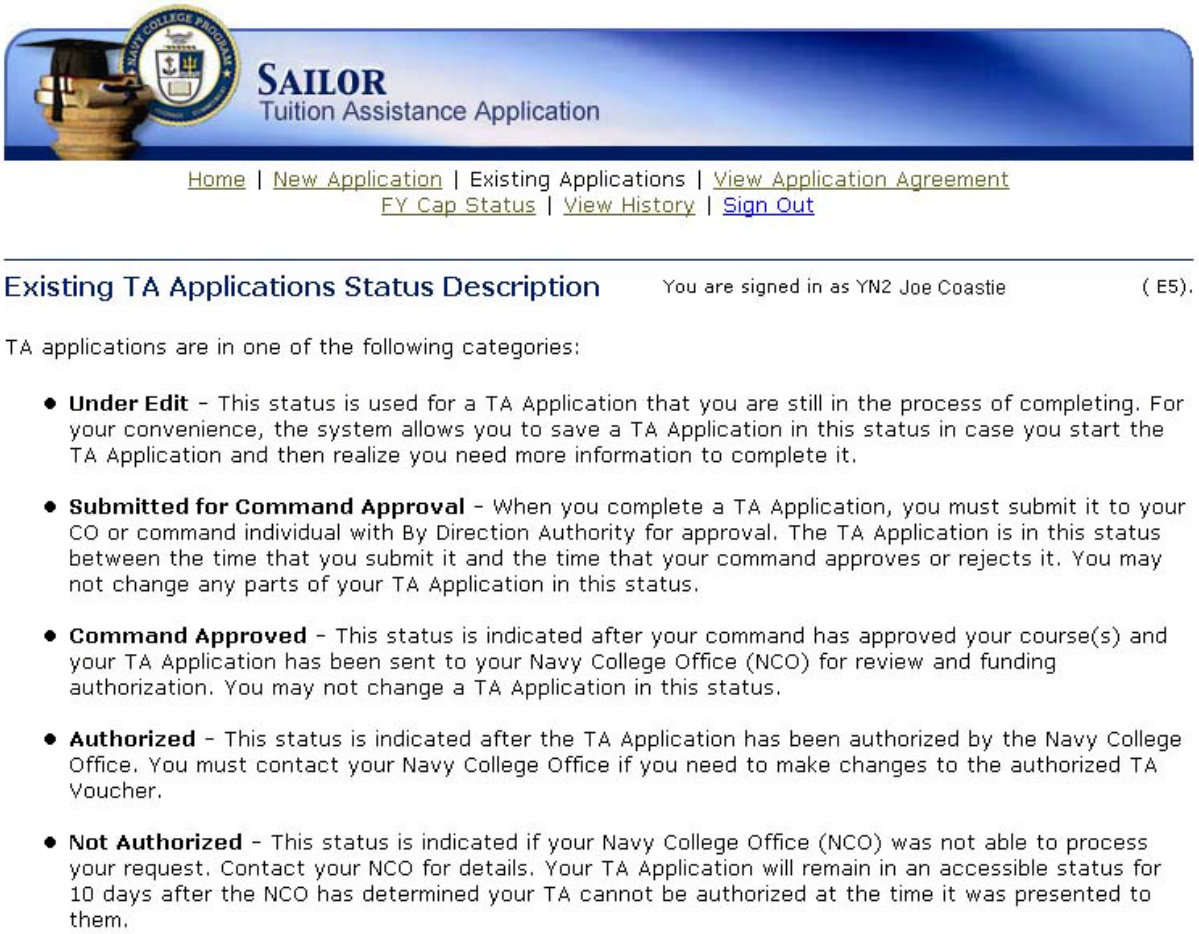
To check on Existing Applications or if you receive notice your application has been approved

- Log in to e-TA as normal
- Click on "**Existing Applications**"

Step 2 – eTA Website (Con't)

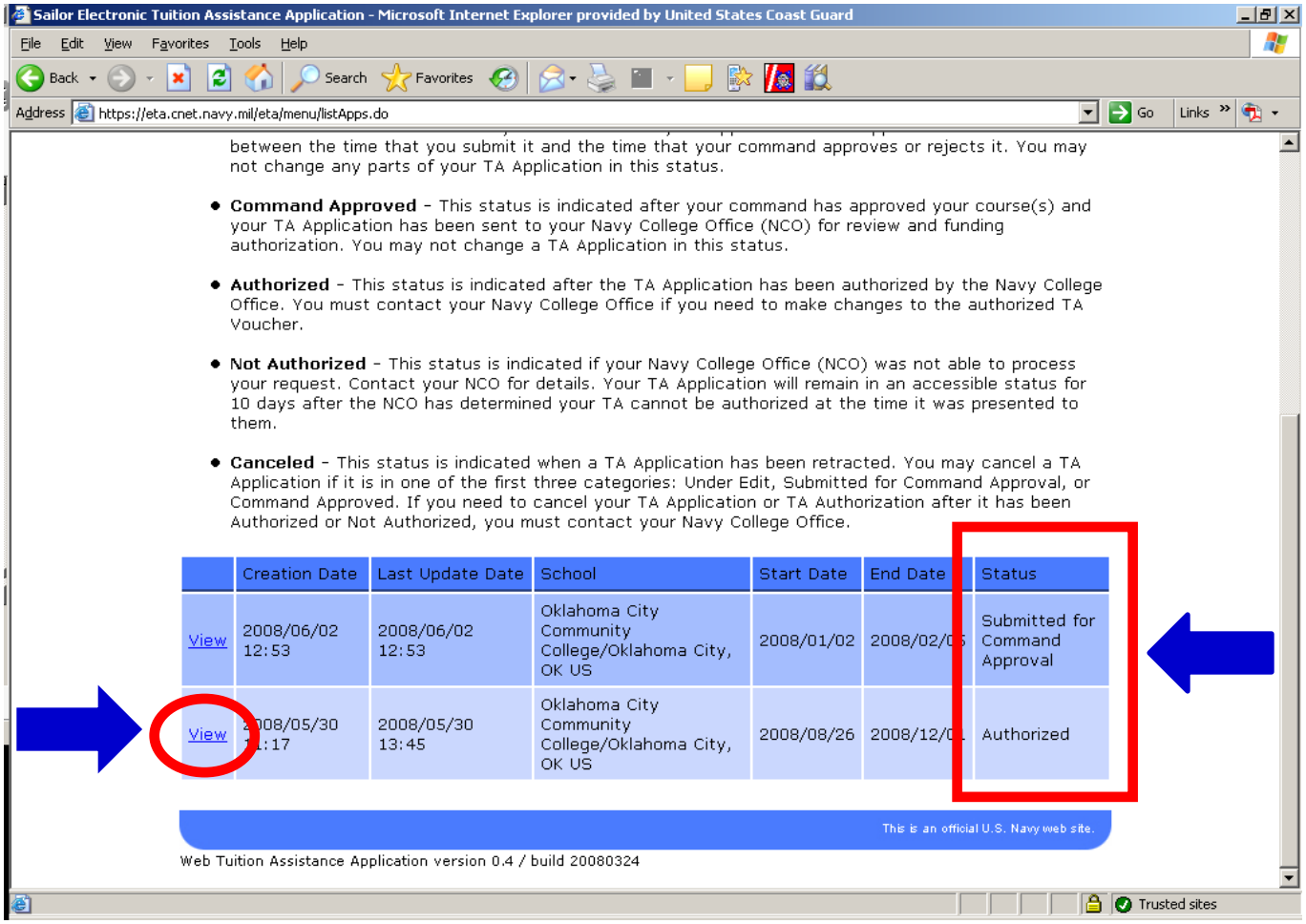
Existing Applications (Con't)

Scroll down



Step 2 – eTA Website (Con't)

The status is located in the last column. (See red square).
To view the entire application or the comments, click on "**View**". (see red circle)



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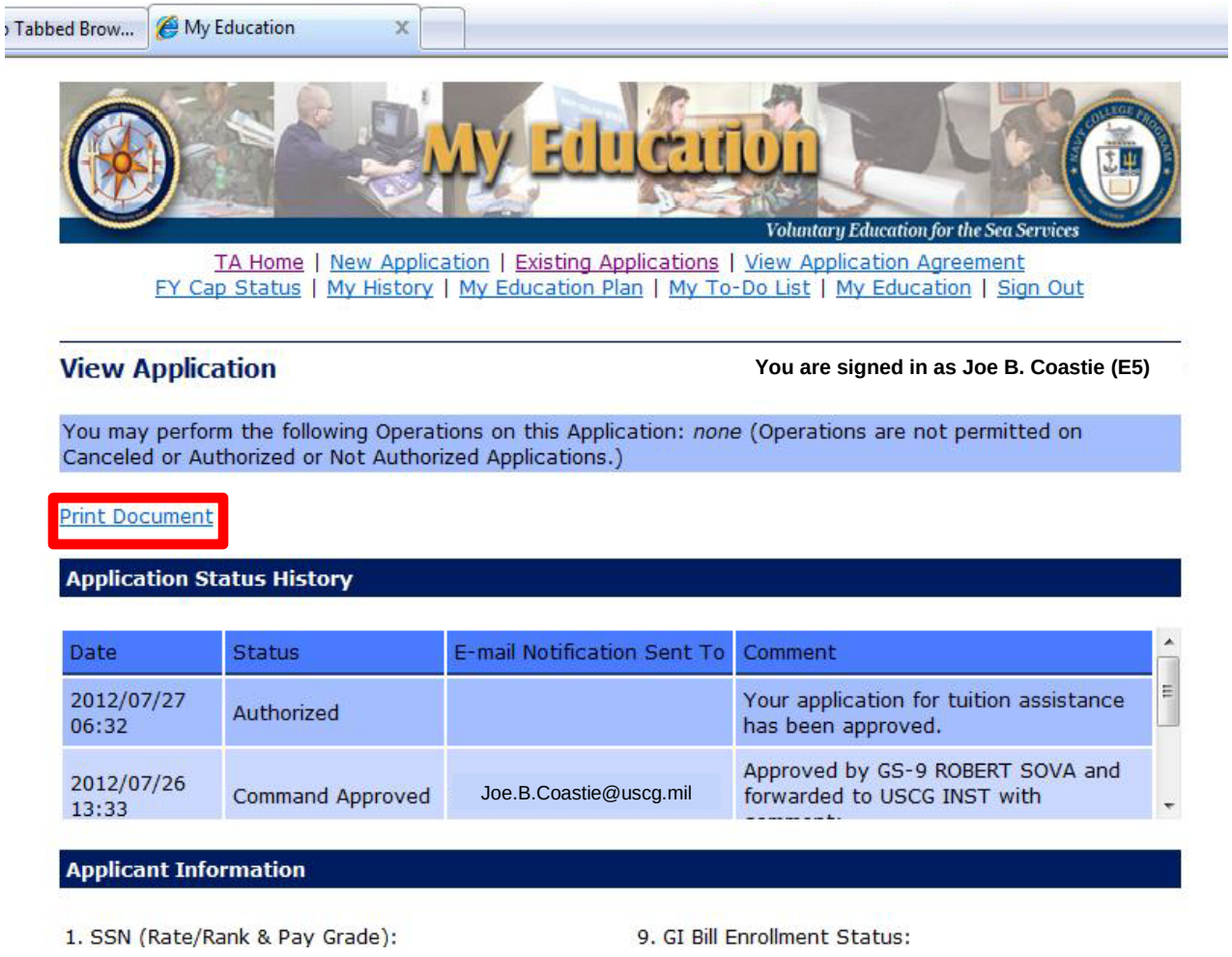
Step 2 – eTA Website (Con't)

Once you receive an E-mail notifying you that your request has been approved, click on "Print Document". The eTA Authorization will then open up.



This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

Step 2 – eTA Website (Con't)

This is your TA Authorization. Print the document, and then you must put your SSN in the appropriate space and then sign the document. Once this has been completed, you can forward the document to the school by whatever means the school will accept (i.e. Fax, Scan-to-Email, hand carry, etc.)

SSN

CGI201388888

CGI FORM 1560(10/97) **TUITION ASSISTANCE AUTHORIZATION** 10-JAN-2013

SSN: 123-45-6789 NAME: Coastie, Joe B.
SCHOOL CODE: 4446A INSTITUTION: Ashford University

ENROLLMENT INFORMATION

TERM DATES START: 08-JAN-2013 END: 11-FEB-2013

COURSE	TITLE	HOURS	GOV SHARE	STU SHARE
INF103	COMPUTER LITERACY	3	$750.00	$.00
	TOTAL:	3	$750.00	$.00

I hereby authorize release of my grades to the US Navy. I understand it is my responsibility to ensure grades are submitted and non-receipt of grades will prohibit additional tuition assistance.

Signature

Joe B. Coastie
Applicant's Signature

Phone 999-555-1111

CGI201388888 — AUTHORIZATION NUMBER

10-JAN-2013 — DATE AUTHORIZED

U. R. Ready
SIGNATURE OF USCG PROGRAM MANAGER

Digitally signed by Ready, Uareah Betterbe 1987654321
DN:c=US, o=U.S.Government Ou=DoD, ou=PKI, ou=USCG, cn=Ready Uareah.1987654321
Date: 2013.01.10 15:34:38 -06'00'

The purpose of this form is to advise the student and the school that the course(s) listed above is approved for payment and the process for invoicing the USCG. The student is to take this form to the school. This form must be returned to the address shown below if it is canceled or amended in any way. Show action taken on the returned form. Failure to do so may result in a collection action against the student, via the Commanding Officer.

When everything has been completed, close this page.

Step 2 – eTA Website (Con't)

FY Cap Status: To find out how much TA you have left in the current Fiscal Year (FY), follow instructions below:

- Log in to e-TA as normal
- Click on "**FY Cap Status**"

Step 2 – eTA Website (Con't)

FY Cap Status (con't)

SAILOR
Tuition Assistance Application

Home | New Application | Existing Applications | View Application Agreement
FY Cap Status | View History | Sign Out

FY Cap Status

You are signed in as YN2 Joe Coastie (E5).

A quota warning is only advisory. A final determination of your quota status will be made when your TA application is processed at a Navy College Office or Marine Corps Education Services site. This table shows your current fiscal year TA funding quota usage. Both TA funding used and DANTES funding used count towards your TA funding quota. The academic goal shown here is the highest academic goal found in your existing TA documents.

The quota usage shown here does not include any TA applications that you have entered via this system but that have not yet been processed by the Navy College Office or Marine Corps Education Services.

Your FY 2008 Cap Status for Academic Goal: AA	
TA Funding Quota ($):	4,500.00
TA Funding Used ($):	163.65
DANTES Funding Used ($):	0.00
TA Funding Quota Remaining ($):	**4,336.35**

This is an official U.S. Navy web site.

Web Tuition Assistance Application version 0.4 / build 20080324

- Until funds are obligated, the amount shown does not include applications that have not been actually authorized by the CGI yet.

Step 2 – eTA Website (Con't)

View Your History

- Log in to E-TA as normal
- Click on "**View History**"

This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

Step 2 – eTA Website (Con't)

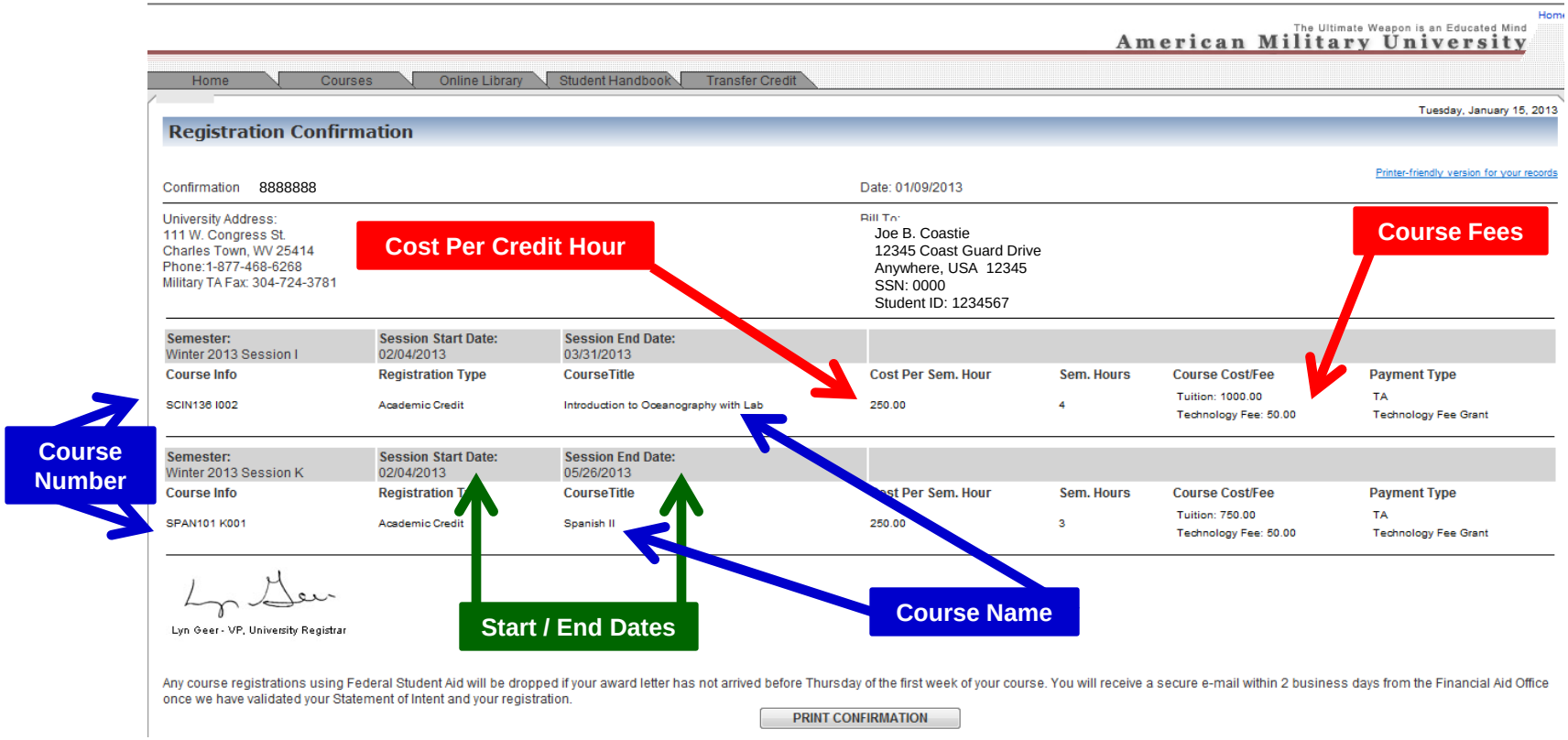
To View Your TA History (Con't)

Use the scroll bar to view the entire history of courses.

This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.

Step 3 – Supporting Documents For TA

Forward supporting documents to your ESO. (i.e. registration form or bill, catalog page, course guide, etc.) which lists the cost per credit hour, any fees and preferably: course number and name and start/end dates will need to be forwarded to the Air Station Miami ESO. Preferred method via e-mail. (Example Below)



Home

The Ultimate Weapon is an Educated Mind

American Military University

Home | Courses | Online Library | Student Handbook | Transfer Credit

Tuesday, January 15, 2013

Registration Confirmation

Printer-friendly version for your records

Confirmation 8888888

Date: 01/09/2013

University Address:
111 W. Congress St.
Charles Town, WV 25414
Phone:1-877-468-6268
Military TA Fax: 304-724-3781

Bill To:
Joe B. Coastie
12345 Coast Guard Drive
Anywhere, USA 12345
SSN: 0000
Student ID: 1234567

Cost Per Credit Hour

Course Fees

Semester:	Session Start Date:	Session End Date:				
Winter 2013 Session I	02/04/2013	03/31/2013				
Course Info	**Registration Type**	**CourseTitle**	**Cost Per Sem. Hour**	**Sem. Hours**	**Course Cost/Fee**	**Payment Type**
SCIN136 I002	Academic Credit	Introduction to Oceanography with Lab	250.00	4	Tuition: 1000.00 Technology Fee: 50.00	TA Technology Fee Grant

Semester:	Session Start Date:	Session End Date:				
Winter 2013 Session K	02/04/2013	05/26/2013				
Course Info	**Registration T**	**CourseTitle**	**st Per Sem. Hour**	**Sem. Hours**	**Course Cost/Fee**	**Payment Type**
SPAN101 K001	Academic Credit	Spanish II	250.00	3	Tuition: 750.00 Technology Fee: 50.00	TA Technology Fee Grant

Course Number

Course Name

Start / End Dates

Lyn Geer - VP, University Registrar

Any course registrations using Federal Student Aid will be dropped if your award letter has not arrived before Thursday of the first week of your course. You will receive a secure e-mail within 2 business days from the Financial Aid Office once we have validated your Statement of Intent and your registration.

PRINT CONFIRMATION

This is to be used as a Desktop reference ONLY. See Official SOP developed by CGI for additional information.