

TraCen Cape May Education Update #345

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Question of the Week

Q: TA isn't authorized for "a second degree at the same or lower educational level if the first degree was funded using Coast Guard tuition assistance" Does this mean that if I need just one course to complete a bachelor's degree and use TA to pay for that course I can't later use TA for courses needed to complete a different bachelor's degree?

A: In general, the answer to your question is "yes". That is, if you used TA to pay for only one course to complete your bachelor's degree, you can't use TA to pay for any courses toward another bachelor's degree. **However**, you may request a waiver of this prohibition (using the Institute's "Application for Tuition Assistance Waiver" form CGI-4147-1, http://www.uscg.mil/hq/cg1/cgi/forms/CG_Form_4147-1.pdf).

The rule of thumb is that TA will be approved for the course(s) you want to take toward another degree at the same level as a degree previously paid for (wholly or partially) by TA only if they are directly related to your Coast Guard work.

Web Page in the Spotlight

There's a lot of stuff on the TraCen Cape May web site you might not check out if you didn't know it was there. So this week, I'm spotlighting ***Why Should I Get More Education?*** (<http://www.uscg.mil/hq/capemay/Education/whymore01.asp>).

Grammar & Usage Corner

This feature will touch on grammar and usage questions as well as confused/misused/mispronounced words. This week, the use of *alright* instead of *all right* (source: *The Only Grammar Book You'll Ever Need*)

Although you often see the incorrect spelling *alright*, *all right* is always two words. You wouldn't say something is . . . *alwrong*, would you? Example: "Is it all right with you if we eat in tonight?"

If there are any word usage, grammar, or similar issues you've encountered, please e-mail them to me at andrew.g.webb@uscg.mil.

Thinking about Law School?

If you're thinking you might want to go to law school and are wondering what you should major in for your undergraduate degree or what courses you should take in a general/liberal studies program, check out the following links:

- http://www.americanbar.org/groups/legal_education/resources/pre_law.html
- <http://www.bc.edu/offices/careers/gradschool/law/courses.html>
- <http://advising.wayne.edu/curr/prelwf05.php>
- <http://gradschool.about.com/od/lawschool/f/lawclass.htm>
- http://www.chsbs.cmich.edu/Law_Center/

Before you start down this path, however, you should get to know a lawyer who does the type of work you think you want to do and arrange to shadow him/her for a few days. Only this way will you get a real taste of what a lawyer does day in and day out and get a better idea of whether that's what you want to do.

Also, please read the article "The Creation of Legal Dependency: Law School in a Nutshell" by two professors who received degrees from Stanford University's law school (<http://www.uscg.mil/hq/capemay/Education/doc/LawSchool01.pdf>). And, in a more humorous vein, see if you can find a copy of *29 Reasons Not to Go to Law School* by Ralph Warner and Toni Ihara, founders of Nolo Press – a highly-successful publisher of self-help law books (<http://www.nolo.com/>).

If you're just interested in the subject matter (e.g., contracts, torts, criminal law, property law, corporations law, family law, etc.) and don't necessarily want to practice law, you can take individual undergraduate courses which will give you working knowledge of the various subjects, although (perhaps) not as much depth of knowledge as you'd get in law school. Or you might be interested in either a complete paralegal program or in just taking individual paralegal courses.

And, finally, it should go without saying that attending law school entails a serious financial commitment for most people. To put the costs into perspective, consider this, from "Paying for Law School" at <http://www.admissionsdean.com/>. (These figures do not include living expenses.)

- For more than a decade, the average cost of attending law school has increased much faster than the rate of inflation.
- According to a Government Accountability Office report, the average debt for a private law school student is nearing \$100,000.
- The cost of three years of law school can easily exceed \$150,000.
- From 1997 to 2007, the median resident public law school tuition increased from \$2,124 to \$14,313, the median non-resident public tuition increased from \$5,706 to \$26,432, and the median private tuition increased \$8,690 to \$32,168.

Finally, when looking for a law school keep in mind that if it's not accredited by the American Bar Association, you won't be able to take a bar exam and practice law outside the state in which the school's located and may not be able to take that state's bar exam or be able to practice law in that state. Check the bar admission requirements of the state in which you want to practice (http://www.americanbar.org/groups/legal_education/resources/bar_admissions.html) to find out whether the school you're thinking about will enable you to take the bar exam or practice law there. There are currently no distance learning law schools which are ABA-accredited.

The bottom line is: know what's in the water and at the bottom before jumping into the lake.

ACT at TraCen Cape May

The ACT test (<http://www.uscg.mil/hq/capemay/Education/act.asp>) will be administered at TraCen Cape May on Thursday, 01 September 2011.

If you're trying to qualify for a Coast Guard program that requires you to have taken either the ACT or SAT and want to take this test, please let me know ASAP. The first three people to get in touch with me (first come, first served) will get a seat. I usually administer these tests once a quarter.

ACT and the CollegeBoard, through DANTES, authorize ESOs to administer these tests only for uniformed personnel.

ESO's may administer the ACT at any time of the year, but can administer the SAT only between 01 October and 30 June. You can see a comparison of the SAT and ACT at <http://www.uscg.mil/hq/capemay/Education/comparison.asp>.

Be aware that in almost all cases military personnel don't need to take either the ACT or SAT to be admitted to take college courses.

You can read/download *Preparing for the ACT* (<http://www.uscg.mil/hq/capemay/Education/doc/PreparingACT.pdf>) and *Taking the ACT* (<http://www.uscg.mil/hq/capemay/Education/doc/TakingACT.pdf>) for more information about the test.

Yeoman Courses & EOCTs

(courtesy of SueAnn Walter, full-time ESO at the Coast Guard Academy)

For those who may not already know, there are no more paper YN courses; all are on-line through the CGPortal (<https://elearning.uscg.mil/>). For more information, see the TraCen Petaluma's "YN Information Page" at http://www.uscg.mil/hq/cg1/TraCenPetaluma/TPF/YN_SMS/YN2-info-Mainpage.asp.

YN2s who hope to take future SWEs be aware that the YN1 EOCT is waived for purposes of the October and November 2011 SWE. However, to take a SWE on or after May 2012 all YN2s (even those who passed a previous version of the YN1 EOCT) will have to take the new YN1 EOCT when it becomes available.

Service Obligations After Using TA

Current Coast Guard rules and (with respect to officers) federal law impose various service obligations on those who use tuition assistance.

- For enlisted personnel, the only requirement is that you complete a course paid for with TA funds before you leave the Coast Guard (whether by retiring, RELAD, end of enlistment, or whatever).
- Officers incur obligations of different lengths depending on whether they're regulars or in the Selected Reserve. Regular officers incur a 2-year obligation from the date they complete a TA-paid course; Reserve officers incur a 4-year obligation.
- Civilian Coast Guard employees incur a one-month obligation for every credit paid for by TA.

For officers and civilians, the period of obligated service is consecutive, not cumulative. That is, it extends from the ending date of the last course paid for with TA.

Officer Program Application Submission Deadlines

The FY12 message from the Coast Guard Recruiting Command (CGRC) describing the various officer programs, eligibility requirements, and submission deadlines was published on Monday, 08 August 2011 (ALCGRECRUITING 010/11, <http://www.uscg.mil/hq/capemay/Education/doc/alcgrecruiting010-11.pdf>).

If you're going to be submitting your application through TraCen Cape May, you can ignore the first column in paragraph 3 ("ESO Deadline"). Instead, I'll need your completed application no later than a week before the "RO Deadline" (in the second column). This will give you a bit of extra time to work on it.

While I'll be glad to help you understand what's required, I will not review or edit your narrative memo or review your completed application folder. I trust that anyone applying for an officer program can figure out (with the help of information provided by CGRC and my web site, <http://www.uscg.mil/hq/capemay/Education/oapp.asp>) which documents

they need to include and what needs to go where in the folder. That's what junior officers are expected to do. The amount of someone else's advice on wording, syntax, grammar, or organization you incorporate into your memo reduces the percentage of the text that's your product. As much as I want you to succeed, the application is supposed to reflect your thoughts, efforts, and abilities not mine or anyone else's.

On-line College Language Courses

If you're interested in taking one or more language courses on-line and either don't want to or can't afford to use those which are commercially available, check out the dozens of courses available from many different regionally-accredited colleges and universities throughout the country.

The DANTES Independent Study Catalog

(<http://www.dantescatalogs.com/DISCSubjectAreas.aspx?MajorSubjectArea=PC>) lists them, gives a short description of what they entail, and lists all costs associated with them. Tuition assistance (TA) can be used to pay for all or most costs of all these courses and you'll earn college credit for them as well.

If you're specifically interested in Spanish, another option comes from Ms. Kristi Hilton (full-time ESO at Sector Columbia River). She found courses offered by the University of Texas at <http://courses.webhost.utexas.edu/dec/college/searchresults.cfm>. You'll also earn college credit for these courses and the cost is only \$147.60/credit. If you want to use TA, there's a "Military Tuition Assistance" option on the payment page. If you run into snags trying to use TA to pay for the course, the school's Registrar, Ms. Carol Tremaine (at 512-471-2906), will answer any questions you have about the procedure.

November SWE Info

The message with details on the November SWE was published on 29 July 2011

(<http://www.uscg.mil/hq/capemay/Education/doc/ALCGENL140-11.pdf>). Anyone who plans on taking this SWE should read it carefully. **Particularly important is paragraph 4.A., describing the would-be examinee's responsibilities.**

For those who've never taken a SWE before (or those who may have forgotten), if you've met all the qualifications (as laid out on your Personal Data Extract or PDE) by 01 August 2011, PSC will automatically send a SWE for you to the ESO at the examination board listed on the PDE. **Neither you nor your ESO can request a SWE.**

When your PDE is made available (on DirectAccess in early August), make sure you check **everything** on it carefully – including your examination board name and OPFAC.

- Are you going to be on leave or TAD on the date of your SWE?
- Will you be in-transit due to a PCS move on the date of your SWE?
- Are you going to be away from the unit listed on your PDE for any other reason on the date of your SWE?

If so, do the following:

- find a unit you know you'll be geographically near on your SWE date,
- contact the ESO at that unit and ask if it's OK to take your SWE there,
- assuming the ESO says "yes", ask for the unit's OPFAC,
- let your SPO know what the name and OPFAC of that unit so PSC knows to change your PDE.

PSC will automatically send your exam to the unit list as your exam board on your PDE.

Substitute exams are not authorized except in emergencies over which you have no control. Regular leave (even if you scheduled a Caribbean cruise six months ago) is not an emergency. A wedding – even your own – is not an emergency. For more information on just which circumstances justify requesting a substitute exam, see Article 5.D.3. of the *Personnel Manual*.

If you revise the PDE info concerning your exam site and later find out you won't be able to take your exam there after all or at the scheduled date and time, let your ESO know ASAP.

Using Your GI Bill Education Benefit

Although there are many differences among the various GI Bill education programs (MGIB-AD, MGIB-SR, REAP, Post-9/11 GI Bill), there are also a number of similarities. The main similarity people seem not to understand concerns the 36 months of benefits. These 36 months have **absolutely nothing** to do with the amount of time you have to use your benefit. It's merely a way of keeping track of how much of your benefit you have left.

Everyone, under all the programs, starts out with 36 months of benefits. You can use your benefits consecutively without a break or over many periods with breaks between them within the allotted usage period (which varies from program to program). For every day you're using your benefit (assuming you're going to school or undergoing training full-time), one day will be deducted from your initial 36 month benefit. If you're not going full-time, a fraction of a day will be deducted for each day you're using your benefit.

EXAMPLE 1: If you're going to college full-time and take one semester (103 days) of courses, 103 days will deducted from your 36 months (1,080 days) of benefits, leaving you with approximately 977 days of benefits. As you take more courses, more days will be deducted until you have zero days of the benefit left.

EXAMPLE 2: If you're in a half-time vocational training program (4 hours per day), half a day will be deducted for each day you're receiving benefits.

You can take as much time off as you like from school or training and you'll still have however much time you had when you last stopped using the benefit (i.e., 36 months minus however many days of the benefit you've used up to that time).

The allotted usage periods for the four programs named above are as follows:

- MGIB-AD – 10 years from the last day you served on active duty for more than 90 days (<http://www.uscg.mil/hq/capemay/Education/gibill-30.asp>)
- MGIB-SR – until you leave the Selected Reserve (<http://www.uscg.mil/hq/capemay/Education/gibill-1606.asp>)
- REAP – 10 years from your discharge from the Selected Reserve with an honorable discharge (generally) (<http://www.uscg.mil/hq/capemay/Education/gibill-reap.asp>)
- Post-9/11 GI Bill – 15 years from the last day you served on active duty for more than 90 days (<http://www.uscg.mil/hq/capemay/Education/gibill-33o.asp>)

Reservists with Lots of Active Duty Service

If you're a Reservist and have served on active duty for extended periods (or even multiple short periods which add up to three years or more), you may be eligible for one of the other three GI Bill benefit programs other than the MGIB-SR. For example, if you served on active duty continuously for two or more years, you could be eligible for benefits under the MGIB-AD or REAP or the new (Post-9/11) GI Bill. (A period of active duty service can only be used to qualify for one GI Bill program.)

Talk with your ESO for more information if you think you might be eligible for other GI Bill benefits.

Reservists & Credit for Non-Coast Guard Correspondence Courses

(courtesy of Mr. Brion Newman, full-time ESO at Base Seattle)

Although this isn't related directly to Coast Guard education programs, Reservists may be interested in an item in the most recent issue of the Pay & Personnel Center's "Servicing Personnel Office News" dealing with earning retirement points via non-Coast Guard correspondence courses:

<http://www.uscg.mil/hq/capemay/Education/doc/20110401SPONews.pdf>.

Colleges with Unique (or Nearly-Unique) Programs

If you're interested in a post-Coast Guard career related to sports, you've likely had a hard time finding any college degree programs that fit what you're looking for. Check out **United States Sports Academy** (<http://www.ussa.edu>). USSA has programs by which you can earn a certificate (<http://www.uscg.mil/hq/capemay/Education/degreedesc.asp#certs>) or

bachelor's, master's, or doctoral degree in many fields related to sports. These include sports performance, personal training, strength and conditioning, coaching, management, fitness and health, and sports medicine.

USSA is regionally accredited, its courses are self-paced (there's no minimum amount of time you have to spend on courses but you can take as long as 16 weeks to complete them) and you can use tuition assistance to pay for them.

Western Governors University (to quote Wikipedia) "is a private, nonprofit, American online university with more than 24,000 students across all 50 states. WGU is a competency-based university, and offers undergraduate and graduate degree programs in business, teacher education, information technology, and health professions (nursing). The school was founded in 1997 by a bi-partisan group of 19 governors of states in the western United States. Its mission is to improve quality and expand access to post-secondary educational opportunities." (<http://www.wgu.edu/>)

WGU is also regionally accredited and its courses are also self-paced. What makes it unique is that its courses are "competency-based" (http://www.wgu.edu/why_WGU/competency_based_approach). The payment arrangement is also unique. Students are charged a fixed amount per six-month term which varies from \$2,890 for the teachers ed programs to \$4,250 for one of its nursing programs. (Tuition has been the same since 2009. http://www.wgu.edu/tuition_financial_aid/tuition) The more courses (credits) you take, the lower your per-credit tuition and the farther your annual TA allowance will take you.

Changes to New GI Bill

If you've been using the new (Post-9/11) GI Bill for awhile, you may be affected by changes to which took effect on 01 August 2011. Here are a few of them.

The biggest change is the elimination of state-specific maximum payment rates. Instead, the new GI Bill will pay the actual cost of tuition and fees at all publicly-funded institutions of higher learning. For privately-funded and foreign schools, it will pay up to \$17,500 per year for tuition and fees. The Yellow Ribbon program remains available to supplement this benefit.

Any housing allowance a student is eligible for will be pro-rated according to her rate of pursuit (i.e., the number of credits she's taking divided by the number of credits the school considers to constitute full-time status) rounded to the next higher number ending in zero. If a student is taking 9 credits and 12 is considered full-time, for example, her rate of pursuit is 75% and she will receive 80% of the E-5 w/ dependents BAH rate (assuming she's eligible for the 100% payment rate).

Also, students not pursuing a degree who are attending an institution of higher learning half-time or less will become eligible for a stipend of \$1,000 per school year.

For a list of these and other changes, go to <http://www.uscg.mil/hq/capemay/Education/doc/20110801GIBillchanges.pdf>.

01SEP Deadline for Scholarships for Military Personnel & their Spouses

The Council of College and Military Educators (CCME) is making awarding five \$1,000 scholarships to military personnel and the five to spouses of military personnel who are pursuing degrees. Submitting applications is done via CCME's web site (<http://www.ccmeonline.org/scholarships.aspx>) where you can also find all the criteria.

The deadline for submissions is 01 September 2011.

02SEP Deadline for NAIMES Military Scholarship Applications

Until 02 September 2011, the National Association of Institutions for Military Education Services (NAIMES) is accepting applications for the 2011 Student Spotlight Scholarships. All Coast Guard personnel (regulars and reservists) who are on active duty and are currently pursuing a degree using tuition assistance are eligible to apply.

A \$1,200 cash prize and commemorative plaque will be awarded to the top project in three categories: (1) undergraduate student with less than 60 credits earned; (2) undergraduate student with 60 or more credits; and 3) graduate student.

To demonstrate your academic achievement, the selection committee would like you to address, in any format you select (essay, prose, art, video, etc.) how your military service has contributed to your sense of citizenry. (Art and video projects must be submitted electronically or on DVD.)

You may address the theme from a macro or micro perspective; the key is to identify what you consider your academic accomplishment(s) and then link the accomplishment(s) to your military career. Note: There is not a set minimum or maximum page length for an essay or other written submission.

The application deadline is Friday, 02 September 2011. Application, resume, and project must be submitted online at www.naimes.org/upload.asp. Winners will be notified no later than 28 October 2011.

For detailed information about the NAIMES Student Spotlight Scholarship, to go www.naimes.org/spotlight.asp or contact Ms. Cheri Arfsten, Director, Military and Veterans Programs, Pikes Peak Community College at 719-502-3054 or cheri.arfsten@ppcc.edu.

GRE & GMAT Test Reimbursement

While you have to pay to take the Graduate Record Exam (GRE) or Graduate Management Admission Test (GMAT), you may be eligible for reimbursement for the cost of the test. You're eligible for a one-time reimbursement if you meet all the following conditions:

- you're currently in the Coast Guard (regular or Reserve), and
- you've never been reimbursed by DANTES for a GMAT or GRE, and
- you're applying to enroll or are currently enrolled in a graduate school requiring the GMAT or GRE or you have to take one of them to fulfill a legitimate Coast Guard requirement, and
- you submit your reimbursement request within 90 days of taking the test.

You can find the reimbursement request form at <http://www.uscg.mil/hq/capemay/Education/doc/GMAT-reimb.pdf>. Submit this form to your ESO, who will replace TraCen Cape May-specific information with your unit's.

Career & Education Planning Tools

Many people in the Coast Guard – military and civilians alike – are unsure of what career fields best match their personal interests and abilities. While you might be extremely competent at what you're doing in the Coast Guard, you might have skills you'd rather put to use in some other field. ESOs throughout the Coast Guard (including TraCen Cape May's) have access to many different tools you can use to assess your interests and possible ways to earn a living while pursuing those interests.

For more information, go to <http://www.uscg.mil/hq/capemay/Education/discover.asp> and <http://www.uscg.mil/hq/capemay/Education/sitest.asp>.

How to Go to College Almost for Free

Whether you'd like more money for your own education (even if you're using TA or receiving GI Bill benefits) or for a dependent, you should check out <http://www.uscg.mil/hq/capemay/Education/scholarships.asp#strategy>. You'll see that finding money for college *is* possible using a logical, linear (and not all that daunting) methodology devised by Ben Kaplan.

Also, the Education Center recently acquired Mr. Kaplan's video, "Finding College Cash in Tough Times" (<http://www.cityofcollegedreams.org/store/finding-college-cash-in-tough-times>). After a short introduction it covers the following topics:

- Part I: Exploding 3 Myths about Paying for College
- Part II: 3 Strategies for Maximizing Need-based Financial Aid
- Part III: 3 Steps for Finding Merit Scholarships
- Part IV: 3 Components of a Winning Scholarship Game Plan

Part V: 3 Strategies for Making Your Application Shine

Part VI: Concluding Thoughts & Final Quiz

Although I can't lend out the video, you can watch it in the Education Center. Please contact me (andrew.g.webb@uscg.mil) if you're interested in seeing it. The total running time is 71 minutes. If there's enough interest to warrant it, we'll show it in the auditorium; otherwise, in the Education Center.

Is Distance Learning for You?

Because of its convenience (no need to leave the house to attend classes), distance learning appeals to working people – especially to military personnel. This fact means many Coast Guard personnel (who are often not near large population centers) have opportunities for higher education they might not have had in the past.

But before you plunk down the application fee for a distance learning course, check out the information about distance learning at <http://www.uscg.mil/hq/capemay/Education/distance.asp>. And before you hop on the on-line course bandwagon, spend a little time with the University of Georgia's on-line assessment tool to help you determine if computer-based distance learning is for you (<http://www.uscg.mil/hq/capemay/Education/distance.asp#01>).

Civilian Career Myths

Excelsior College's alumni magazine often includes articles of use to military personnel about to enter or re-enter the civilian work force. The latest issue has an article entitled "Fact or Fiction: The Truth About Career Myths" (<http://www.uscg.mil/hq/capemay/Education/doc/careermyths.pdf>). You can also read "Skills Employers Seek" (<http://www.uscg.mil/hq/capemay/Education/doc/skills.pdf>) and the Fall/Winter 2008 issue.

Check 'em out!

Reserve Resource Guide

In addition to the web site of the Coast Guard Office of Reserve Affairs (<http://www.uscg.mil/reserve/>), Reservists should also check out TraCen Petaluma's Reserve Resource Guide (<http://www.uscg.mil/hq/cg1/tracenpetaluma/RRG/>). Together, these provide info on and links to info on every facet of Coast Guard affairs related to service in the Reserve.

TraCen Cape May Testing Calendar

Tests at TraCen Cape May are administered by appointment according to the following schedule:

Mondays (0800): Defense Language Proficiency Tests

Tuesdays (0800): EOCTs and AQEs*

Thursdays (0745): college tests, CLEP tests, DSSTs, SATs, ACTs

* If operations or your work schedule make it impossible for you to take an EOCT or AQE on a Tuesday morning, you can take it on a Thursday morning.

This schedule leaves most of the day on Tuesdays, as well as all day on Wednesdays, Fridays available for other occasional tests, counseling, and other face-to-face interactions with you. When no one is taking a language test, the doors to the Education Center are open on Mondays, as well.

If you call and I don't answer the phone, I'm usually administering a test (and, because of the noise, can't talk on the phone) or otherwise busy with someone in the office. E-mail is the best way to get in touch with me at andrew.g.webb@uscg.mil.

Leaving the Coast Guard?

If you're leaving the Coast Guard within the next twelve months (whether through retirement, resignation, or expiration of your enlistment), you should be making plans for what you'll be doing after you take off your uniform for the last time.

Check out the information on my web site related to career transition

(<http://www.uscg.mil/hq/capemay/Education/careertrans.asp>).

Also, stop by the Education Center to check out the (small) supply of booklets related to rejoining the civilian work force. Here are the topics of the booklets:

- Jobs With a Future
- How to Develop Job Resources
- The Resume
- The Cover Letter: A Resume Should Never Stand Alone
- The Mature Resume: The Resume with Experience
- The Follow-up Letter
- The Interview
- How to Choose a Career: A Guide to Self-Assessment
- Civilian Again
- Leaving the Service ... and Beginning Your Next Career
- Military to Civilian: Your Resume and Job Hunt
- Effective Goal Setting: How to Reach the Goals You Set for Yourself

You should also request an education assessment from the Coast Guard Institute

(<http://www.uscg.mil/hq/capemay/Education/collegefaq.asp>) to get a transcript of college credit you've acquired through your service in the Coast Guard. ***If you don't request an assessment before you leave active duty, you can't get one (or a transcript) later.***

If you're not planning to go to school right away, you'll probably need to find work. Here are two excellent resources for finding a job – or even a second career. Also, Military.com has a very good series of web pages devoted to veterans

(<http://www.military.com/Careers/Home>).

And don't discount the idea of working in the public sector. Not only are there thousands of jobs in the federal government, identical to private-sector jobs in which you can put your skills, knowledge, and experience to use while maintaining job security unavailable in the private sector (<http://www.fedjobs.gov/>), governmental entities at all levels – state, county, municipality, school district, port district, etc. – provide similar benefits.

ACCC's Library Open for Studying

One more thing: the new campus's classrooms, labs, and library are all state-of-the-art. Even if you're not ready to register for classes right away, you should take the opportunity to visit the campus and look around. The Director of Academic and Student Services has extended a personal invitation to anyone who'd like to use the library to study, for research, or for pleasure reading. It's very quiet, well-lit, and has very comfortable furniture.

Education Center Library

The TraCen Education Center has a binder full of SparkCharts Quick Reference Guides on almost 40 subjects. You're welcome to use these in the Education Center or make copies to take with you. You can check out the subjects available at <http://www.uscg.mil/hq/capemay/Education/books.asp#spark>.

In addition to SparkCharts, the Education Center also has a library of books on leadership, management, Coast Guard history, and other topics. Also in the library are the latest Professional Qualification Guides (PQGs) and Enlisted Performance Qualifications (EPQs) for each rating.

The Education Center also has dozens of brochures and books on college, financial aid, the officer program application process, and other things. If there are multiple copies, you're welcome to take one.