

# Navy Tuition Assistance

## Payments

Effective Oct. 1, 2021 all sailors are limited to 18 semester hours (or their quarter hour equivalent) TA per fiscal year. Sailors can only use TA to fund two courses each quarter of the fiscal year. They are also limited to 120 semester hours for their entire career.

- You can be reimbursed up to 100% of the cost of the course, not to exceed:
  - \$250.00 per semester hour
  - \$166.67 per quarter hour
  - \$4,500 per fiscal year
  
- You must pay any back any TA you receive for:
  - undergraduate classes you get a D or lower in
  - graduate classes you get a C or lower in
  - any classes you get any non-passing or incomplete grade in

## Application Process

- Contact your Navy College Office or the Virtual Education Center to get educational counseling either in person, virtually, by phone or email. With your academic advisor, determine which courses will be requested for TA funding.

- Complete a TA Application in WebTA listing course(s). Check with your institution to make sure the amounts for tuition you listed are correct. Fees may not be paid using TA funds.
- Start your application 30 days in advance of the term start date.
- To apply for Tuition Assistance electronically from any computer, go to <https://www.navycollege.navy.mil>, and click on Secure Tuition Assistance & Other Funding.
- You may log-in via CAC or DEERS.
- Every TA application MUST be Command Approved prior to being forwarded to the VEC.
- Send confirmation to Allison Leake ([aleake@collin.edu](mailto:aleake@collin.edu))

### **Requirements for Command Approval**

1. Must have served one-year on-board in their FIRST permanent duty station (this requirement may be waived by CO)
2. Will serve on active duty through the last day of the course.
3. Pass the most recent Physical Fitness Assessment or received a waiver.
4. Took their most recent advancement exam, if applicable, and be recommended for advancement or promotion.
5. Have not received an NJP within 6 months or not pending administrative separation.
6. Have at least a 3.0 on their most recent evaluation or fitness report.
7. Not under instruction in initial skills training or in a duty under instruction training status.