

Federal Tuition Assistance Benefits

- Available to all members of the Army National Guard
- \$4,000 per fiscal year or 16 semester hours whichever comes first
- Can be used for 120 Undergraduate semester hours, 39 Graduate semester hours, and 21 Academic Certificate hours
- MOS related and Non MOS related Certifications and Exams



Limitations

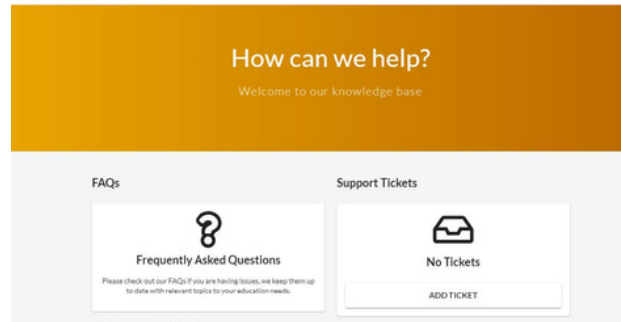
- Can not earn a second degree at same level
- Can not request TA when flagged
- Must maintain a 2.0 GPA for undergraduate or 3.0 for graduate work
- Coursework/CA must conclude prior to ETS
- TA does not cover books or fees
- TA must be requested no earlier than 60 days and no later than 7 days prior to the start of class



Help Desk Information

Click '?' at right side of screen

Select the appropriate area for which you require assistance



FAQs:

- Type in the description for what you are searching

Support Tickets:

- Scroll through the different categories to ensure that your question / concern gets submitted in the correct category
- Education Goal or Tuition Assistance Requests
- Credentialing Assistance
- Personal Data
- Institutions
- Submit a Complaint Against an Institution
- Technical Issues

For additional information contact your Education Service Office



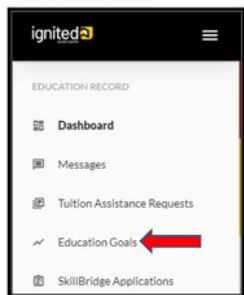
BASIC GUIDE

Getting Started

- Make sure to have a CAC reader
- Visit the ArmyIgnitED website at <https://www/armyignited.army.mil>
- Fully complete your user profile
- Complete your Education Benefits Training

Creating an Education Goal

Click 'Education Goals':



Click 'Create New Goal':



See if the desired education goal can be requested – click on N/A and satisfy the alert: (this particular alert requires SM to go to the Education Center for the Education Counselor to update their 'Education Level') ****UPDATE CIV ED LEVEL WITH YOUR S-1 ALSO****

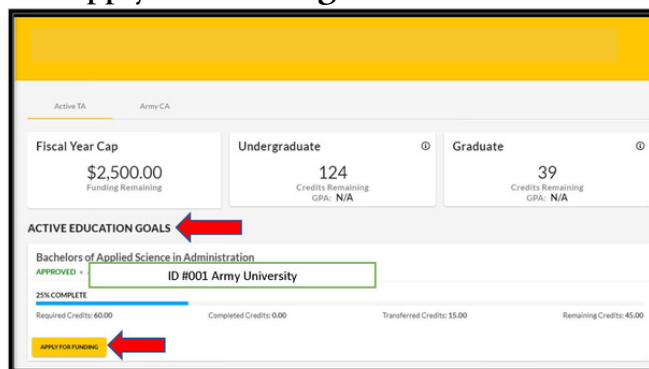
- Click on the desired 'Education Goal'
- Complete 'Institution', 'Institutional Student ID', click 'Next'

- Choose desired degree program: can either scroll to locate OR type in keywords (identify if a Science, Technology, Engineering & Math – STEM program)
- Select the desired 'Program'
- Click 'Next'
- Upload 'Degree Plan' or click 'No Degree Plan File' -> 'Next'
- Fill in requested information if applicable (previous college credits; if institution uses Quarter Hours INSTEAD of Semester Hours) -> 'Submit Goal' -> 'Yes'

Creating Tuition Assistance Request (TAR)

ArmyIgnitED (Service Member) MUST have an approved education goal.

- From ArmyIgnitED Dashboard, locate 'Active Education Goals' and then select 'Apply for Funding'



- Verify 'Contact Information':
 1. If information needs to be **updated**, select 'yellow pencil icon' next to the designated area.
 2. If all information is **correct**, click 'Verify and Proceed'
- Acknowledge the 'User Agreement' – Read fully, check **ALL** boxes to agree to the conditions and then click 'I Agree Continue'
- Verify current 'Education Center', identify if 'deployed' then select 'Next'
- Verify 'Education Institution' is correct; ensure correct 'Campus' is selected; input 'Institutional Student ID' then click 'Next'
- Select correct 'Start and End Dates'. If dates are **not** listed, then click on 'Different Term Dates' and input correct dates, then click 'Next'
- Add your desired course by clicking on 'Add Course'
- Select your desired course by clicking on the '+'. If your desired course is not listed, click on 'Add Course Manually'
- Ensure that the course information **matches your institution**. Then click 'Add Course'