

Web Tuition Assistance (WebTA)



<https://myeducation.netc.navy.mil/>

Let's get started...

<https://myeducation.netc.navy.mil/>

Shared Authentication Service

DEERS Information

DoD EDI: Click [here](#) if you don't know your DOD EDI.

First Name:

Last Name:

Date of Birth: (yyyymmdd)

Account Management

[I forgot my CAC PIN](#)

[Download Security Certificate](#)

Support

Email:
netc.helpdesk@nav.mil

Help Desk:
COMM: (850) 452-1001, Option 1
DSN: 459-1001, Option 1
Toll Free: (877) 253-7122, Option 2

Please Do Not Bookmark This Page

You can either login with your CAC card or your NKO user name and password.

THIS IS AN OFFICIAL U.S. NAVY WEBSITE

If you are not eligible

Tuition Assistance You are signed in as [User Name]

Overview

This Tuition Assistance (TA) application allows you to request funding for your education expenses as accurately as possible. Before using this system, be sure to have the following information readily available:

- The email address and phone number of your Commanding Officer or other official within your command with By Direction Authority
- Your Unit Identification Code (UIC)
- A daytime phone number where you can be reached (this may be the same as your command phone number)
- The name of the school you plan to attend
- The course number, name, and cost per credit unit of the courses you plan to take
- The amount of any applicable fees (if any)

Visit the Navy College web site at www.navycollege.navy.mil to learn more about the Tuition Assistance program.

Eligibility

Sorry, but you are ineligible to use this system for the following reason(s):

- You are not active duty personnel.
- Your **Expiration of Active Obligated Service (EAOS) date** has occurred**.
- You must be counseled by the Education Office concerning your academic goals.
- You must be counseled by the Education Office about Tuition Assistance (TA) Policy.

*Please contact your Education Office for more information. To find your Education Office, click [here](#)

Your FY 2010 Cap Status

My Education
Voluntary Education for the Sea Services

Tuition Assistance

We are sorry, but you are ineligible to use this system. Please consult the eligibility section of this page for more information.

Please select one of the following options to continue:

- [My Education Home](#)
- [Existing Applications](#)
- [View Application Agreement](#)
- [FY Cap Status](#)
- [My History](#)
- [Sign Out](#)

You get a caption that says:
"We are sorry, but you are ineligible to use this system."

and the Eligibility window lists the things you need to correct in order to use WebTA.

You must work with your Ed Office to clear these items.

If you are eligible

Tuition Assistance You are signed in as [REDACTED]

Please select one of the following options to continue:

- [My Education Home](#)
- [Create TA Application](#)
- [Existing Applications](#)
- [View Application Agreement](#)
- [FY Cap Status](#)
- [My History](#)
- [Sign Out](#)

Overview

This Tuition Assistance (TA) application allows you to request funding for specific courses. Please complete all entries on the TA application as accurately as possible. Before using this system, be sure to have the following information readily available:

- The email address and phone number of your Commanding Officer or other official within your command with By Direction Authority
- Your Unit Identification Code (UIC)
- A daytime phone number where you can be reached (this may be the same as your command phone number)
- The name of the school you plan to attend
- The course number, name, and cost per credit unit of the courses you plan to take
- The amount of any applicable fees (if any)

Visit the Navy College web site at www.navycollege.navy.mil to learn more about the Tuition Assistance program.

Eligibility

Your eligibility to use this system has been verified.

Your FY 2010 Cap Status

	Semester ...	Quarter or CEU ...or...	Clock
TA Credit Units Quota:	16.0	24.0	240.0
TA Credit Units Waiver:	<i>You do not have a waiver.</i>		
TA Credit Units Used:	0.0	0.0	0.0
TA Credit Units Remaining:	16.0	24.0	240.0

Your Web TA Applications

You may now perform the following operations:

You get a caption that says:
"Please select one of the following options to continue:"

And the Eligibility window says:
"Your eligibility to use this system has been verified."

You can continue by clicking
"Create TA Authorization".

Application Agreement

- The first screen is the Application Agreement Acceptance page.
- This page details the obligations a Service Member accepts concerning:
 - Timely submission
 - Change notifications
 - Grade reporting/reimbursement
 - Service obligation requirements
- “I Accept” indicates the member has read and will comply.
- “I Do Not Accept” closes the program.

Application Agreement Acceptance

You must accept the terms of this Tuition Assistance Application Agreement prior to continuing.

Under this agreement, your personal data is requested. Your SSN will be used for identification. This information will be included in your Education Record retained by the Navy College Office (NCO) or Marine Corps Education Services Center. It will not be divulged without your written consent to anyone other than the U.S. Government and/or school personnel involved with TA. You are not required to provide this information; however, failure to do so will result in not being considered for TA. For Navy, paper and/or electronic copies of the signed TA Application are retained at the originating NCO for three years and then shredded or burned. For Marines, copies of the signed TA Application are retained at the originating Marine Corps Education Services Center and shall transfer with the Marine to each new duty station. Copies of TA Applications and/or Authorizations for officers are maintained in their official personnel record for two years following the end of the last TA funded course. All other records are maintained in electronic format within the Navy College Management and Information System (NCMIS) indefinitely.

[Print This Page](#)

This TA Application is a request to my servicing Education Center for a TA Authorization Voucher providing federal funds for my education.

A. I understand acceptance of TA obligates me to the following:

APPLICATION OBLIGATION:

1. To submit this TA Application request to my servicing Education Center PRIOR to the start of the term. My TA Application will not be authorized by Navy after the school's late registration deadline or if the application is not approved, I will receive a TA Authorization Voucher to

Email Address: SFLY_TA.Navy@navy.mil
Telephone: DSN 922-1001 x2 x2
Commercial 833-222-1001 x2 x2
Fax: DSN 922-1144
Commercial

Commissioned Officers Only: By pressing the I Accept button on this web page, I agree, under Federal Acquisition Regulation (FAR) 2807, 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.

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Screen 1 of 3

My Education
Voluntary Education for the Sea Services

New Application Step 1 of 3 You are signed in as XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

Instructions

Complete this form and press the *Next* button. 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.

Applicant Information

1. SSN (Rate/Rank & Pay Grade):
***** (Navy)

2. Last Name:
XXXXXXXXXX

3. First Name:
XXXXXXXXXX

4. Middle Name:
XXXX

5. Daytime Phone ([click here](#) for int'l numbers):
commercial: () - ext.
DSN: - ext.

6. FAX ([click here](#) for int'l numbers):
commercial: () - ext.
DSN: - ext.

7. Applicant's E-mail Address:

8. CO or By Direction Authority's E-mail Address:

9. GI Bill Enrollment Status:

10. Years of Education:
12

11. Command UIC:
60967

12. Command Name:
COMMANDING OFFICER

13. Command Address:
NAVSTA EVERETT WASH
NAVSTA
2000 MARINE VIEW DRIVEEVERETT, WA
982075001

14. Command Phone ([click here](#) for int'l numbers):
commercial: () - ext.
DSN: - ext.

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

Next Cancel

- Some information is entered automatically from your records, but should be verified.
- This screen is used to enter information about you and your processing of WebTA:
 - Your contact information.
 - How to get in contact with your command.
 - The email of your "CO or ByDir authority (Command Approver).
 - Who your servicing Ed Office will be.

Screen 1 of 3

My Education
Voluntary Education for the Sea Services

New Application Step 1 of 3 You are signed in as [Name] (Navy USN).

This application has errors that must be corrected before you may save it.

• Applicant's E-mail Address is required.

Instructions

Complete this form and press the Next button. All form items are required unless otherwise noted in the form. Click on the [icon] icon to select the value for a form item from a list; click on the [icon] icon to select the value for a form item from a calendar.

Applicant Information

- SSN (Rate/Rank & Pay Grade): ***** [Name] (Navy USN)
- Last Name: [Name]
- First Name: [Name]
- Middle Name: [Name]
- Daytime Phone (click here for int'l numbers):
commercial: []-[]-[] ext. []
DSN: []-[] ext. []
- FAX (click here for int'l numbers):
commercial: []-[]-[] ext. []
DSN: []-[] ext. []
- Applicant's E-mail Address: []
- CO or By Direction Authority's E-mail Address: []
- GI Bill Enrollment Status: []
- Years of Education: [12]
- Command UIC: 68967
- Command Name: COMMANDING OFFICER
- Command Address: NAVSTA EVERETT WASH
NAVSTA
2000 MARINE VIEW DRIVE EVERETT, WA
982075001
- Command Phone (click here for int'l numbers):
commercial: []-[]-[] ext. []
DSN: []-[] ext. []
- Your Assigned education office is listed. If you

- If you don't enter required information the system will not let you continue.

Screen 2 of 3

- This screen wants to know about your educational goals and existing agreements:
 - Immediate goal?
 - Education Plan?
 - Graduation date?
 - SOC agreement?

My Education
Voluntary Education for the Sea Services

New Application Step 2 of 3 You are signed in as [username] (Navy EN).

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 [list icon] icon to select the value for a form item from a list; click on the [calendar icon] icon to select the value for a form item from a calendar.

Degree Planning Information

16. Immediate Academic Goal: AA

17. Do you have an Education Plan for the Goal listed above? Yes No

18. Anticipated Graduation Date if within next 12 months (yyyy/mm): [input]

19. If graduating within next 12 months, School Issuing Degree: not selected

20. Have you Applied for Graduation? Yes No

21. Do you have a SOCNAV agreement? Yes No

22. If yes, SOCNAV: not selected

23. Are you enrolled in a Navy College Program Distance Learning Partnership (NCPDLP)? Yes No

24. If yes, NCPDLP School: not selected



Previous Next Cancel

Privacy Act Statement This is an official U.S. Navy web site.
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Screen 3 of 3



New Application Step 3 of 3 You are signed in as: مستخدم (Navy E4).


























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: 

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

	27. COURSE Department and Number e.g. ENG 101	28. Title	29. CD	30. CL	31. PJM	32. CU	33. # Credit Hours	34. Cost per Credit (\$)	35. Course Fees (\$) (optional)
a. <input type="checkbox"/>	<input type="text"/> 	<input type="text"/>	<input type="text"/> 	<input type="text"/> 	<input type="text"/> 	<input type="text"/> 	<input type="text"/>	<input type="text"/>	<input type="text"/>
b. <input type="checkbox"/>	<input type="text"/> 	<input type="text"/>	<input type="text"/> 	<input type="text"/> 	<input type="text"/> 	<input type="text"/> 	<input type="text"/>	<input type="text"/>	<input type="text"/>
c. <input type="checkbox"/>	<input type="text"/> 	<input type="text"/>	<input type="text"/> 	<input type="text"/> 	<input type="text"/> 	<input type="text"/> 	<input type="text"/>	<input type="text"/>	<input type="text"/>
d. <input type="checkbox"/>	<input type="text"/> 	<input type="text"/>	<input type="text"/> 	<input type="text"/> 	<input type="text"/> 	<input type="text"/> 	<input type="text"/>	<input type="text"/>	<input type="text"/>
e. <input type="checkbox"/>	<input type="text"/> 	<input type="text"/>	<input type="text"/> 	<input type="text"/> 	<input type="text"/> 	<input type="text"/> 	<input type="text"/>	<input type="text"/>	<input type="text"/>

Grand Total TA Authorized will be reduced if:
 1. Hourly cost exceeds \$250.00 per semester hour or equivalent.
 2. Total fiscal year TA funding quota authorized exceeds \$4,500.00 . See FY Cap Status for details.

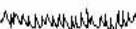
- This screen has the information specific to the TA requested:
 - Drop-down boxes help find information and format dates.
 - Find school name by using % (wildcard) and partial name.
 - All form items are required (unless specifically noted).
 - This is the information that goes on the TA Authorization, **it must be complete and correct.**

Once you Save your application

- The system does a check for information that may require confirmation.



Warning

You are signed in as  (Navy EN).

Based on the information you provided in the application the system has generated 2 warning(s).

1. **Are you sure that the school you selected, Ashford University (The)/Clinton, IA US is offering the courses you selected?**
2. **The term has already started on the TA application you are saving. TA cannot be authorized after the school's late registration deadline or full tuition refund date.**

Do you still want to save this TA application?

Yes

No

[Privacy Act Statement](#)

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

My Education version 1.4 / build 20090928

Once you Save your application

My Education
Voluntary Education for the Sea Services

[TA Home](#) | [New Application](#) | [Existing Applications](#) | [View Application Agreement](#)
[EY Cap Status](#) | [My History](#) | [My Education](#) | [Sign Out](#)

View Application You are signed in as: XXXXXXXXXXXXXXXXXX (Navy EW)

You may perform the following Operations on this Application: **Change** | **Submit** | **Cancel**

Application Status History

Date	Status	E-mail Notification Sent To	Comment
2009/10/28 15:06	Under Edit		Created. Please submit to your CO or By Direction Authority for Approval.

Applicant Information

1. SSN (Date/Rank & Pay Grade): XXXXXXXXXXXXXXXXXX (Navy Ex) Enrollment: Ashford University (The)/Clinton, IA US
25. Term Start - End (mm/dd): 2009/10/29 - 2009/11/30

	27. Course	28. Title	29. CD	30. CL	31. PIM	32. CU	33. # Credit Hours	34. Cost per Credit (\$)	35. Course Fees (\$)	Gov't Share(\$)	Student Share(\$)	Total Cost (\$)
a.	EXP 105	PERSONAL DIMENSION OF EDU	3	L	W	S	3.0	250.00		750.00	0.00	750.00
b.												
c.												
d.												
e.												
Grand Total										750.00	0.00	750.00

- Looking at the Application Status History tells you what is happening with your WebTA.
- Once you have saved your WebTA you have the option to Cancel or Submit or Change.

Grand Total TA Authorized will be reduced if:
1. Hourly cost exceeds \$250.00 per semester hour or equivalent

Submit Application CO or By Direction Authority

Address <https://myeducation.netc.navy.mil/eta/app/submitApp.do?id=132012> Go Links Convert Select



[TA Home](#) | [New Application](#) | [Existing Applications](#) | [View Application Agreement](#)
[FY Cap Status](#) | [My History](#) | [My Education](#) | [Sign Out](#)

Submit Application

You are signed in as BMC SAILOR POPEYE (Navy E2).

Are you sure you want to Submit this Application for 1 course(s) from Rhodoc International/Quincy, MA US to your CO or By Direction Authority via e-mail? Once your TA application is Approved by your command, it will be automatically sent to your assigned education office for review and funding Authorization.

Application Status History

Date	Status	E-mail Notification Sent To	Comment
2009/10/13 15:10	Under Edit		Created. Please submit to your CO or By Direction Authority for Approval.

The application is forwarded on-line to your CO or By Direction Authority (Command Approver) for approval.

The student has the option of cancelling or resubmitting. Resubmitting allows changing or correcting the command email address. Canceling or changing the document must be done prior to Command Approver processing the application.

Emails upon submission

Sent to the CO or ByDir email address listed on screen 1 of 3

From: eTA Application [n623_demo@cnet.navy.mil] Sent: Wed 10/28/2009 1:15 PM
To: ██████████
Cc:
Subject: TA Application Approval Request for ██████████ (Navy Et)

An Electronic Tuition Assistance (TA) Application has been submitted to you for approval by a member of your command. This member is eligible to receive TA funding.

Please click on the following link, review the TA Application, and indicate your approval or disapproval for this member to use TA funding.

<https://eta.cnet.navy.mil/eta/nid/rev.do?145013,1211439354>

The member will be notified of your approval or disapproval by an automatically generated email.

This message was sent to you by the Sailor/Marine Electronic Tuition Assistance Application System.

When approved, sent to the member's email address listed on screen 1 of 3

-----Original Message-----

From: eTA Application [mailto:n623_demo@cnet.navy.mil]
Sent: Wednesday, October 28, 2009 13:35
To: ██████████ NAVSTA Everett, N00
Subject: TA Application Approved

Your Electronic Tuition Assistance (TA) Application has been approved and forwarded to the education office at NCO EVERETT for funding authorization. You may check the status of your TA Application on the web at <https://eta.cnet.navy.mil> .

Once your TA Application has been Authorized at your education office, you may pick it up or request that your education office fax it to you.

This message was sent to you by the Sailor/Marine Electronic Tuition Assistance Application System.

Your TA Authorization Voucher

- If your command disapproves your TA Application, you will have to work with them to determine when to reapply.
- Your Ed Office will email you, letting you know if your TA Authorization Voucher has been approved or disapproved.
- If the Ed Office has authorized your TA Application, you may print your TA Voucher on-line.
 - Make sure you have a current email and phone number on the request!

Student Notification AFTER Education Office Approval

From: My Education [<mailto:admin@voled.training.navy.mil>]

Sent: Wednesday, October 28, 2009 9:53

To: XXXXXX, XXXXX

Subject: Tuition Assistance request approved

JXXXX Dxxxx,

Your request for tuition assistance has been approved.

Please log in to <https://myeducation.netc.navy.mil/> to view your approval document. You may also contact your education office to have the document faxed or mailed to you.

School: Commonwealth Inst of Funeral Service

Term Start Date: 20-Oct-2009

Term End Date: 26-Nov-2009

* FGJ DRAIN EM [3.0 hours]
* DSFHG STICK EM [3.0 hours]
* DGH PLANT EM [3.0 hours]

This is an auto-generated email. Please do not reply.

To print an Electronically Signed TA Document

Go to <https://myeducation.netc.navy.mil/>

- [My Education Home](#)
- [Create TA Application](#)
- [Existing Applications](#)
- [View Application Agreement](#)
- [FY Cap Status](#)
- [My History](#)
- [Sign Out](#)

Click on Existing Applications

Click View for Existing Applications in Authorized Status

	Creation Date	Last Update Date	School	Start Date	End Date	Status
View	2009/10/19 08:25	2009/10/28 09:53	Commonwealth Inst of Funeral Service/Houston, TX US	2009/10/20	2009/11/26	Authorized

Click Print Document. Approved document returns for student to print, sign and provide to school.

NAVEDTRA 15605 TUITION ASSISTANCE AUTHORIZATION NWA20100003
26-OCT-2009

SSN: 0 32 NAME: _____ RATE: CTRSN
SCHOOL CODE: 4588A INSTITUTION: Commonwealth Inst of Federal Service

ENROLLMENT INFORMATION

TERM DATES	START	END		
	26-OCT-2009	26-NOV-2009		

COURSE	TITLE	HOURS	GOV SHARE	STU SHARE
FGHI	DRAIN EM	3.0	\$750.00	\$775.00
DSFHG	STYCK EM	3.0	\$750.00	\$775.00
DGEI	PLANT EM	3.0	\$750.00	\$775.00

TOTAL: 9.0 \$2,250.00 \$2,325.00

I have read, understood, and will comply with the provisions of CNETINST 1100.1D and the regulations for Tuition Assistance Form. I hereby authorize release of my grades and confirmation of degree completion to the Ministry. Non-coverage of grades will prohibit additional tuition assistance.

800-777-4626
Zone
NWA20100003 26 OCT 2009
AUTHORIZED NUMBER DATE AUTHORIZED SIGNATURE OF AUTHORIZED GOVERNMENT PERSONNEL

A copy of this form may be returned to any Navy College Office if it is copied or scanned in any way. It will indicate action taken on the returned form. Failure to send an "Yes" College Office of more completion or non-completion may result in a collection system, via my Commanding Officer. Further information is found at <http://www.navy.mil/navp/naa/naa.html>.

Schools should receive electronically via Web Army Work Flow (NAVED) for tracking and grade submission information, which should refer to the Tuition Assistance WAFSP Service and Grade Submission Guide at <http://www.navy.mil/navp/naa/naa.html>.

Continuation may be used to:

COMMANDING OFFICER
100000000000
1000 LITTLEFIELD ROAD
PENSACOLA, FL 32504-1102

FOR OFFICIAL USE ONLY: This document may contain Personal Data covered by the Privacy Act of 1974. Please ensure this information is protected from unauthorized access and/or disclosure.

You may perform the following Operations on this Application: none (Operations are not permitted on Canceled or Authorized or Not Authorized Applications.)

[Print Document](#)

Application Status History

Date	Status	E-mail Notification Sent To	Comment
2009/11/03 01:26	Authorized		Your application for tuition assistance has been approved.
2009/10/19 14:28	Command Approved	charles.giorlando@navy.mil	Approved by SGT PEP PER and forwarded to NCO SIGONELLA SICILY with comments.

Applicant Information

Other options under WebTA

- In addition to requesting TA, there is information you can access on WebTA to make it easier to manage your education:
 - Check existing applications.
 - View Application Agreement
 - Check FY Cap Status
 - View your history



The screenshot shows the 'My Education' web application interface. At the top, there is a banner with a compass logo on the left, a person at a computer in the middle, and the text 'My Education' in large yellow letters on the right. Below the banner, the page is titled 'Tuition Assistance' and includes a sub-header 'You are signed in'. The main content area is divided into two columns. The left column contains a blue box with the text 'Please select one of the following options to continue:' followed by a list of links: 'My Education Home', 'Create TA Application', 'Existing Applications', 'View Application Agreement', 'FY Cap Status', 'My History', and 'Sign Out'. The right column has a dark blue header 'Overview' and contains the text: 'This Tuition Assistance (TA) application allows you to apply for assistance on specific courses. Please complete all entries as accurately as possible. Before using this system, the following information readily available:' followed by a list of requirements: 'The email address and phone number of another official within your command', 'Your Unit Identification Code (UIC)', 'A daytime phone number where you can be reached (same as your command phone number)', 'The name of the school you plan to attend', and 'The course number, name, and cost of the course you plan to take'.

Tuition Assistance You are signed in

Please select one of the following options to continue:

- [My Education Home](#)
- [Create TA Application](#)
- [Existing Applications](#)
- [View Application Agreement](#)
- [FY Cap Status](#)
- [My History](#)
- [Sign Out](#)

Overview

This Tuition Assistance (TA) application allows you to apply for assistance on specific courses. Please complete all entries as accurately as possible. Before using this system, the following information readily available:

- The email address and phone number of another official within your command
- Your Unit Identification Code (UIC)
- A daytime phone number where you can be reached (same as your command phone number)
- The name of the school you plan to attend
- The course number, name, and cost of the course you plan to take

A couple of reminders...

- Tuition is paid based on the data you provided: if there are any changes to dates, courses, or other information, your School's request for payment may not be honored or you may be required to pay back the government.
- You CANNOT electronically change or cancel any information on your TA Application after it has been processed by your Education Office.
- If you need to make changes to your TA Application after funding is authorized, contact your Education Office to change or cancel your TA funded course(s).
- In the event of any changes to your education plan, your TA Authorization Voucher may be modified up to 15 days past Term Start Date.