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FM COMDT COGARD WASHINGTON DC
TO ALCOAST
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ALCOAST 261/22
SSIC 1500

SUBJ: FY22 COAST GUARD TUITION ASSISTANCE (TA) POLICY UPDATE
A. COMCOGARD FORCECOM NORFOLK VA R252015Z MAR 22/ALCOAST 105/22
B. COMCOGARD FORCECOM NORFOLK VA R302054Z SEP 21/ALCOAST 359/21
C. Performance, Training, and Education Manual, COMDTINST M1500.10C
D. Voluntary Education Programs, DoD Instruction (DoDI) 1322.25D
E. Reserve Duty Status and Participation Manual, COMDTINST M1001.2
1. This ALCOAST updates REF (A), and announces the completion of MyCG Ed programmatic changes necessary for Coast Guard Civilian personnel to begin submitting Tuition Assistance (TA) applications. Expanding TA to include our Civilian workforce highlights the Coast Guard as a true employer of choice while also improving recruiting, retention, and readiness through lifelong learning and attainment of mission-related degrees and credentials.
2. Effective immediately, Coast Guard permanent full-time and part-time Government Service (GS) and Wage Grade (WG) civilians may now submit TA applications via the MyCG Ed website:
(Copy and Paste URL below into Browser)

<https://myeducation.netc.navy.mil/webta/consent.html>

3. TA is authorized for courses leading to a first or second academic certificate, a first or second Associate or Bachelor's degree, and a first Master's degree. TA is not authorized for any degree above a Master's degree, including Juris Doctor (JD), doctoral degrees (PhD), and similar terminal degrees.
4. For Coast Guard Civilians to be eligible for TA, they must:
 - a. Have at least 90 days of prior, continuous Coast Guard service.
 - b. Received "Achieved Expectations" or higher rating on their most recent annual appraisal or interim rating.
 - c. Received supervisor approval to participate in the TA program. Supervisors are encouraged to consider command priorities, operational tempo, and individual performance when approving TA requests.
 - d. Received education counseling from a Coast Guard Education Services Officer (ESO).
5. Coast Guard civilians who are also reservists of any service may use TA in either capacity as long as the combined total of civilian TA and reservist TA does not exceed Coast Guard's \$4,500 annual cap. TA is not authorized for reservists who are not meeting satisfactory participation standards as outlined in REF (E).
6. Civilian members are obligated to remain employed with the Coast Guard one full month for each course credit hour upon the completion date of the course. For example, a civilian who completes a course worth 3 credit hours on 26 July is obligated to serve until 26 Oct and complete the full pay period.
7. All policy changes will be reflected in the next revision of REF (C). Policy changes outlined in REF (A) and (B) that are not addressed here remain unchanged.
8. The field should direct TA questions to local ESOs. Unit ESOs shall direct TA questions to: CWO Jaimee Richter, ETQC, at (757) 756-5338 or email: ETQC-SMB-TAG@uscg.mil.
9. RDML M. W. Raymond, Commander, Force Readiness Command (FC-C), sends.
10. Internet release is authorized.