



## FACT SHEET

The Department of Defense (DoD) recently made it a requirement that all institutions participating in the Military Tuition Assistance (TA) program must have a memorandum of understanding with the DoD. The policy was published in the Department of Defense Instruction 1322.25, dated 15 March 2011. Schools have until 1 January 2012 to comply with the policy.

### **Policy:**

The policy applies to all institutions, accredited by an agency recognized by the U.S. Department of Education, enrolling Title X active duty military members using DoD military TA dollars to assist in the payment of their education. This includes schools operating on and off military bases and institutions delivering courses through various modalities to include classroom instruction, distance education (i.e., Web-based, CD-ROM, or multimedia) and correspondence courses. The MOU with the DoD articulates the commitment and agreements between postsecondary education institutions receiving TA and DoD.

### **Key Elements Institutions Agree to in the MOU:**

- Support the regulatory guidance provided by DoD and the Services.
- Adhere to and execute Servicemembers Opportunity Colleges principles and criteria.
- Participate in an established military Voluntary Education third-party review process.
- Provide the same tuition cost for all Service members enrolled in the same course and location, regardless of the Service component.
- Recognize, accept, and award credit where appropriate, from the Army/American Council on Education Registry Transcript System, the Sailor/Marine American Council on Education Registry Transcript System, and the Community College of the Air Force (CCAF) transcript as the official sources of military training and experience documentation with corresponding college credit recommendations, when processing an individual's documented education plan.
- Provide an evaluated educational plan to the Service member and his or her Service.
- Provide course enrollment, withdrawal, cancellation, completion status, grade, verification of degree completion to the Service issuing tuition assistance based on the Service Addendum.
- Use the billing process as outlined in the Services' regulations and respective Service Addendums.

### **MOU and Voluntary Education Websites:**

The MOU, process to submit a request to participate/sign the MOU and additional information is located on the DoD Voluntary Education Partnership Memorandum web site [www.dodmou.com](http://www.dodmou.com) .

Also, there are links from DoD Voluntary Education Web site at <http://apps.mhf.dod.mil/voled>

Information on the website includes:

- The DoD MOU
- The DoDI 1322.25
- MOU Participation Institution List - Institutions that have signed an MOU with DoD
- Feedback / Concerns button to send message to DoD