Request TA

Upon entering the class information below, press the "Submit" button to submit this data as an enrollment request. You will receive notification of approval or rejection of this request either via email or by returning to this page and viewing the Class Status. If you do not wish to submit this request, close the window without clicking the "Submit" button.

Once approved, the "Print TA Request Form" button will become active allowing you to create a PDF request form. If you are unable to print the request form immediately after the PDF is created, you must click the "Save a Copy" button on the PDF to save the form. Please be advised if using a shared computer, issue the PDF to a disk to ensure privacy.

NOTE: To drop or withdraw, update the Class Status to "Dropped" and click the "Submit" button.

To retrieve an existing request, click the "Return to Search" button at the bottom of the page.

To generate a new TA request, click the "Add" button at the bottom of the page.

Message

Provisional Enrollment (25000, 1178)

This enrollment is provisional and will be under review to ensure that it conforms to all TA policies and semester hour limits. If the enrollment goes over the semester hour limit, the enrollment shall be fully student funded.
Enter your class information: end date, title and instruction mode.
This is where you will need to attached your account summary (bill) and student detailed schedule to your TA request. You can combine them or add as two separate attachments.

TIP: Once you have attached your docs to your first class, you can use the Search eFile and ‘link’ your docs to your remaining classes.
This should be your per credit cost. Don’t leave UNIT COST blank! If you place $0 in this box you will get $0 for the course and it will be automatically approved by the GoArmyEd system.

TIP: Take the total tuition (no fees) and divide it by the total # of credits you are taking. This is your UNIT COST. (ie: UG resident tuition $2385/15 credits = $159)
You will receive this warning if your UNIT COST exceeds the FTA cap $165 per Quarter Hour (QH)/$250 per Semester Hour (SH) or you’ve reached your annual credit cap of 24 QH/16 SH.
**SENSITIVE // FOR OFFICIAL USE ONLY**

<table>
<thead>
<tr>
<th>Class Level</th>
<th>Undergraduate Level</th>
<th>Additional Soldier Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>$0.00</td>
</tr>
</tbody>
</table>

Total Class Cost: $1,250.00
Original Army Cost: $1,000.00
Original Soldier Cost: $250.00

- [ ] I intend to use State/Outside Funding
- [ ] I intend to use Chapter 33 (Post 9/11)
- [ ] I choose not to use TA and to Self Pay ALL costs for this class.
- [ ] Self Pay to TA

The fields below are for any external funds that Soldiers receive outside of Federal Tuition Assistance. An example may be state or VA benefits.

<table>
<thead>
<tr>
<th>State TA Funding</th>
<th>Outside Funding</th>
<th>Chapter 33 (Post 9/11)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

Comments:

Reduction Amount: $0.00
Reduction Reason:

Final Adjusted Class Cost: $1,250.00
Final Army Cost: $1,000.00
Final Soldier Cost: $250.00

Enrollment Details:

- This enrollment has not been approved or rejected prior to invoicing.
- TA Request Status:
  - Class Status: Pending
  - Reject Reason:
    - [ ] Note: If there are additional comments, include them in the text box below.

Grade Information:

Submit
Post TA Form
IMPORTANT!!! Make sure your PREFERRED email is one you check daily. GoArmyEd only used the preferred email and you will miss information about your Federal TA if you select an email you don’t check.
Your request has been submitted for review and you will be notified of the status through email. (25000,350)
If you have another class, click yes.
If you DON'T have another class, click no.