ArmyIgnitED Phased Go Live Announcement

ArmyIgnitED functionality is going live for a subset of Educational Institutions (EIs). A Blanket Exception to Policy (ETP) for TA is still available for Soldiers with technical difficulties or those attending schools that have not Go Live in ArmyIgnitED. Talk to an Army Education Counselor about how to request TA using ArmyIgnitED or how to request a Blanket ETP for TA. We are here to help you navigate through these processes.

☑ **Step 1- Create your ArmyIgnitED account NOW at www.armyignited.com.** Click on "Get Started" at the top right hand corner. Be sure to use your government military email and not your personal email!

☑ **Step 2- Determine if your EI is in the phased Go-Live (Green and Amber EIs) at:** https://armyuniversity.edu/ACCESS/Army_Continuing_Education.aspx. If your EI is not listed, proceed to the Blanket ETP process for ArmyIgnitED in the section below.

☑ **Step 3- Create/Activate Your Education Path in ArmyIgnitED** for your degree level; select your area of study; then, select your Educational Institution.

☑ **Step 4- Know your TA Benefits/Eligibility**

- You must be TA-eligible (e.g., not Flagged, no TA GPA hold, and completed the required Professional Military Education for your degree level) to receive ETP TA. Contact your Army Education Center if you need help determining your eligibility.
- Make sure you are TA eligible and have TA funds remaining for the fiscal year before you enroll in courses at your EI.
- If you don't know if you have TA funds available, provide all your college transcripts to your Army Education Center so they can determine if you have funds remaining.
- Soldiers are authorized up to $250 dollars a semester hour for a maximum of 16 semester hours per fiscal year. Unused TA does not carry over from fiscal year to fiscal year.

☑ **Step 5-** Use the Soldier How to Guides (HTGs) uploaded to the ArmyIgnitED Service Center to enroll in your classes with your Go-Live School. If you need assistance with enrollment or experience technical difficulties in ArmyIgnitED, contact your Army Education Center for assistance.

- **NEW STUDENTS:** Ask for information about your chosen degree program and if the EI has any admission requirements. This may include sending your high school transcript, previous college transcripts, and/or Joint Services Transcript (JST) to the EI. A copy of your JST can be requested at: https://jst.doded.mil.
- Once admitted to the EI, review your Degree Plan with your EI Academic Advisor. The Degree Plan lists the courses required to complete your degree and any accepted JST or transfer credit.

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Blanket ETP Process for TA for ArmyIgnitED:

- Discuss with your EI how they are assisting students during this ETP time frame. Ask your EI Academic Advisor how you can register for courses at the EI without paying out-of-pocket using the Blanket ETP if your EI is not the Green/Amber list. If you have any issues/barriers, contact your Army Education Center and talk to an Army Education Counselor for assistance.
- The Blanket ETP for TA means that you should not have to pay anything out of pocket for your courses; however, some EIs may require this. Your EI will be paid TA for your courses later once they are fully on-boarded within ArmyIgnitED. Contact your Army Education Center for assistance if your EI requires that you pay out of pocket.
- You will receive an email notification from ArmyIgnitED when the TA ETP Request has been funded/approved. It may take several months after your ETP request is submitted for your school to receive TA funds.
- Your EI will be able to invoice for your ETP courses in ArmyIgnitED using the established invoicing process once the courses are approved for TA.

Reminder **CONTACT YOUR ARMY EDUCATION CENTER FOR ASSISTANCE IN RESOLVING ANY BARRIERS TO ENROLLMENT OR THE BLANKET EXCEPTION TO POLICY.** This includes being asked to take out a student loan, past due holds, out-of-pocket costs, incurring late fees, having technical issues, graduation holds, etc. Find your Ed Center on ArmyIgnitED or at: https://home.army.mil/imcom/index.php/customers/ACES