

Six Steps to Have the Post 9/11 GI Bill Transfer of Education Benefits (TEB) Service Obligation Removed in Conjunction with a Retirement, Separation, or Unqualified Resignation (UQR)
(Effective Date: 12 June 2017)

POLICY: Effective 12 June 2017, a Soldier may request to remove their TEB service obligation (identified as the TEB Obligation End Date on the TEB webpage in milconnect) for transferring education benefits only if their dependents have not used ANY benefit and the Soldier is submitting a request to voluntarily retire/separate (including Unqualified Resignation--UQR). If a Soldier's request to remove their TEB service obligation due to voluntary retirement/separation/UQR is approved and the Soldier's voluntary retirement/separation/UQR is extended to a date after the TEB service obligation that had been removed, the Soldier may seek reestablishment of the previous TEB request and the TEB Obligation End Date, so long as there has not been a break in service. If the Soldier has a break in service of 1 or more days, the Soldier must resubmit a new TEB request and the Soldier's TEB obligation end date will be determined from the new TEB request date. This policy is applicable to AC and RC. This policy applies to requests to remove a TEB service obligation on/after 12 June 2017.

Follow the six-step instructions below provided by the U.S. Army Human Resources Command (HRC), TAGD, ACED, Education Incentives Team:

Step 1: Soldier must revoke all benefits for each dependent on the TEB webpage in milconnect website, <http://milconnect.dmdc.mil> . Click on the revoke box and the submit box. Do not use drop-down box.

Step 2: Soldier must email the below statement to usarmy.knox.hrc.mbx.tagd-post911gibill@mail.mil, and attach DA Form 4187, Personnel Action, for voluntary retirement/separation/UQR (endorsed by the first O-6 Commander in the Chain of Command):

"I have revoked the Post 9/11 GI Bill Transfer of Education Benefits (TEB) for all dependents in the TEB webpage in milconnect website. My dependents have not used TEB. I request HRC change my TEB status from "approved" to "rejected" and remove the TEB service obligation. I understand HRC changing my TEB status from "approved" to "rejected" will result in only me being eligible to use the Post 9/11 GI Bill. If I am in error and my dependents have used TEB, I will revisit the TEB website to increase the number of months to the number used or a higher number, and I understand I will be required to fulfill the TEB service obligation."

Step 3: HRC will verify with VA that eligible dependents have not used TEB/not received TEB payment.

Step 4: As soon as (and only when) the VA confirms eligible dependents have not used/not received TEB payment, HRC will change the TEB status from "approved" to "rejected" and remove the service obligation from the TEB website, and from applicable Army systems (e.g. TOPMIS, EDAS).

Step 5: HRC will notify the Soldier via email that the TEB rejection and service obligation removal actions have been completed.

Step 6: The Soldier will need to forward a copy of the email listed in Step 5 to their retirement, separation, or UQR processing official (only if the retirement, separation, or UQR official is awaiting documentation to reflect the removal of the TEB service obligation).

Before revoking TEB, you may want to consider changing components (e.g., Regular Army to Army Selected Reserve or Army Selected Reserve to the Regular Army) to continue fulfilling the TEB service obligation in the new U.S. Army component which will not require you to revoke TEB. Check with your branch first for necessary documents showing an approved component change request. If you want to change Services (e.g., Army to Air Force), you need to verify the gaining Service's TEB policy.

If you revoke TEB and will not have a break in service, your TEB service obligation will remain as is—will not be removed.

If you revoke TEB to make yourself eligible for a retirement, separation, or UQR date that will be effective before the TEB service obligation date, you must request removal of the TEB service obligation only if your dependent has not used any of the benefit. If your dependent has used the benefit, you must fulfill the TEB service obligation (no exception). If your dependent has used the benefit, you should return to the TEB website to restore the months to the dependent.

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NOTE 1: Soldier Usage. HRC changing the TEB status from “approved” to “rejected” will result in only the Soldier being able to use the Post 9/11 GI Bill.

NOTE 2: QMP. If a Soldier's previously approved TEB request was rejected due to selection by the Qualitative Management Program (QMP) Board on/after 12 June 2017 and the Soldier was retained for any honorable-service reason up to/after the previously approved TEB service obligation, the Soldier can submit verification of their service and the HRC GI Bill Team will reestablish the previously approved TEB service obligation. The previously approved TEB request that was rejected due to a Soldier not being able to fulfill the TEB service obligation before the QMP-mandated separation/retirement date is considered a mandatory action for the HRC Education Incentives Team to complete, not a voluntary request from a Soldier.

NOTE 3: Break in Service. Any Soldier with a period of service when they are not contractually obligated to either the Regular Army or the Selected Reserve (Troop Program Unit, Individual Mobilization Augmentee (IMA), and Active/Guard Reserve (AGR)) has a break in service. The Individual Ready Reserve (IRR) does not count as continued service as the Soldier is not in a pay status with the Armed Forces.