



U.S. ARMY GARRISON HAWAII

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Annual Close-Out Requirements for FY21 and New Start Requirements for FY22 Credentialing Assistance (CA) Requests

Fiscal Year 21 Credentialing Assistance Requests

IAW our annual Fiscal Year close-out requirements, guidance for FY 21 CA requests follows:

1. Soldiers may continue to submit Credentialing Assistance requests through [ArmyIgnitED](#) for courses or exams that have start dates up to 30 Sep 21. Soldiers must submit requests no later than 2359 EST 31 Jul 2021.
2. Credentialing Assistance requests submitted after 2359 EST 31 Jul 2021 will not be accepted for Fiscal Year 21.
3. Soldiers must submit Credentialing Assistance requests through [ArmyIgnitED](#) at least 30 business days prior to the start date of their requested course or exam.

Fiscal Year 22 Credentialing Assistance Requests

IAW the new start of each Fiscal Year guidance for Fiscal Year 22 Credentialing Assistance requests follows:

1. Soldiers may submit Fiscal Year 22 requests through the [ArmyIgnitED](#) beginning 0001 EST 01 Aug 2021 with a start date of 18 Oct 2021 or later.
2. Any Credentialing Assistance request with a training or exam start date earlier than 18 Oct 2021 will not be accepted for Fiscal Year 22.
3. Soldiers must submit Credentialing Assistance requests through [ArmyIgnitED](#) at least 30 business days prior to the start date of their requested course or exam.

Fiscal Year 21 and Fiscal Year 22 Tuition Assistance request submission dates will be sent at a later time.

NOTE: None of this guidance is associated with any system requirements or challenges. It is all associated with annual Fiscal Year close-out and new Fiscal Year start requirements as has traditionally been done each year.

For more information call (808) 655-0800 or email usarmy.schofield.id-pacific.mbx.edu-center-counseling@mail.mil.