



DEPARTMENT OF THE ARMY
THE ARMY UNIVERSITY
100 STIMSON AVENUE
FORT LEAVENWORTH, KS 66027-2301

ATZL-AUA

20 Jan 2022

MEMORANDUM FOR

Army Continuing Education System, U.S. Army Installation Management Command
(IMHR-E/Ms. Moorash), 2405 Gun Shed Road, Fort Sam Houston, TX 78234-1223
Army National Guard Education Services Branch, National Guard Bureau (ARNG-HRH-
C/ Dr. Hardy), 111 South George Mason Drive, Arlington, VA 22204-1382
Services and Support Division, US Army Reserve Command (AFRC-PRS/Ms. Giraldo),
4710 Knox Street, Fort Bragg, NC 28310-5000

SUBJECT: Credentialing Assistance (CA) Funding Reduction for Select Aviation
Credentials for Active Duty (AD) Soldiers

1. References:

a. Army Regulation (AR) 621-5, Army Continuing Education System, 28 October 2019.

b. Memorandum, AHRC-PDZ-A, 20 June 2018, Subject: Army Tuition Assistance (TA) Policy Revision Implementation Guidance.

c. Memorandum, ATZL-LD, 10 September 2020, Subject: Updated Army Credentialing Assistance (CA) Policy.

d. Memorandum, ATZL-AUA, 6 Aug 2021, Subject: Credentialing Assistance (CA) Funding Reduction for Select Aviation Credentials for Active Duty (AD) Soldiers

2. Purpose: This memorandum provides guidance on an exception to the CA funding amount authorized in 1c. All other CA policy delineated in 1c remains in effect.

3. Applicability: This policy applies to all Regular Army Soldiers and all Title 10 and Title 32 AGR Soldiers.

4. CA Funding Reduction: The following aviation credentials are limited to \$1,000 per Fiscal Year (FY) of CA funding for AD Soldiers:

- a. Private Pilot Airplane Single Engine (ASE) Rating.
- b. Private Pilot Airplane Multi-Engine (AME) Rating.
- c. Airplane Instrument Rating.
- d. Commercial Pilot, AME Rating.

ATZL-AUA

SUBJECT: Credentialing Assistance (CA) Funding Reduction for Select Aviation Credentials

- e. Commercial Pilot, ASE Rating.
- f. Flight Instructor Pilot.
- g. Private Pilot, Helicopter Rating.
- h. Commercial Pilot, Helicopter Rating.
- i. Airline Transport Pilot.
- j. Single-engine Seaplane Rating.
- k. Sport Pilot Certificate.
- l. Instrument- Helicopter Rating.
- m. Multiengine Flight Instructor Rating (MEI).
- n. Flight Instructor Certificate.
- o. National First Class Pilot.
- p. Certified Flight Instrument Instructor Rating (CFII).
- q. Helicopter Class Rating.

5. As a continuation of the published Credentialing Assistance (CA) Funding Reduction for Select Aviation Credentials for Active Duty (AD) Soldiers, dated 6 Aug 2021, all CA requests for the aviation credentials listed in 4a-q will be reduced to \$1,000 per FY in CA funding with the remaining amount as an out-of-pocket cost to be paid by AD Soldiers. AD Soldiers may only receive \$1,000 per FY in CA funding for these aviation credentials, even if they submit multiple CA requests for them.

6. All eligible Soldiers continue to be authorized up to \$4,000 of CA per FY to pursue other credentials listed in Army Credentialing Opportunities On-Line (COOL) or for Tuition Assistance (TA). A Soldier may use both CA and TA; however, the combined usage by any Soldier shall not exceed the \$4,000 FY limit.

ATZL-AUA

SUBJECT: Credentialing Assistance (CA) Funding Reduction for Select Aviation
Credentials

7. Point of Contact for this policy is Sophia Sweeney, Army Credentialing Assistance
Program Manager, Army Credentialing and Continuing Education Services for Soldiers
(ACCESS), Army University, at sophia.a.sweeney.civ@army.mil.

JULIA BELL

Colonel, LG

Director, Army Credentialing and
Continuing Education Services for
Soldiers