



# Army Credentialing Assistance Program

## Frequently Asked Questions

**Q: Will I incur a Service Obligation if I use Credentialing Assistance (CA)?**

**A:** Yes and No. Officers and Warrant officers must agree to the Military Service Obligation in alignment with Tuition Assistance (TA). The service obligation begins the date the training course is completed. Enlisted Soldiers will not incur a Service Obligation

**Q: I am currently using Federal TA. May I combine Federal TA and CA?**

**A:** Yes. Soldiers are authorized to combine Federal TA and CA not to exceed \$4000/FY for combined use.

**Q: Does Federal TA pay for books and fees since CA pays for books and fees?**

**A:** No. Under current policy, Federal TA may only be used toward tuition (no fees/books). Credentialing Assistance may be used toward the cost of the credentialing courses, exams, and credentialing related books, fees, study guides, etc.

**Q: Can my spouse use CA?**

**A:** No. Only eligible Soldiers are able to utilize CA.

**Q: I've already completed training for a Credential. Will CA pay for just the exam?**

**A:** Yes. Soldiers who meet all pre-requisites to sit for the exam are able to use CA to sit for the exam only. The Soldier must provide documentation that they meet all pre-requisites to sit for the exam before funding can be approved.

**Q: I've already used all of my TA, can I use CA?**

**A:** Yes, if the Soldier has not already reached the \$4,000 FY limit, the Soldier may use their remaining FY funds to obtain an approved Credential. If the Soldier used all 16 Semester Hours of TA at the \$250/SH rate, they are ineligible for CA use until the following FY.

**Q: I've heard about Credentialing Assistance, but I'm not sure which Credential is best to choose, what do I do?**

**A:** Contact the local Education Center/Office for guidance on how to select a credential that works best for you. Soldiers can find eligibility information for the different credentials via the Army COOL website ([www.cool.army.mil](http://www.cool.army.mil)).

**For more information, contact your local Education Center today!**