



DEPARTMENT OF THE NAVY  
OFFICE OF THE CHIEF OF NAVAL OPERATIONS  
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WASHINGTON, DC 20350-2000

OPNAVINST 1780.4  
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OPNAV INSTRUCTION 1780.4

From: Chief of Naval Operations

Subj: POST-9/11 GI BILL

Ref: (a) DoD Instruction 1341.13 of 31 May 2013  
(b) 38 U.S.C.  
(c) 38 CFR 21  
(d) Secretary of the Navy Memorandum of 28 Feb 2014  
(e) CNO ltr Ser N00/100017 of 6 Mar 2014  
(f) BUPERSNOTE 1780 of 15 Aug 2014 (Canc: Aug 2015)

Encl: (1) Definition of Terms and Program Descriptions  
(2) Transfer of Education Benefits (TEB) Steps

1. Purpose. Per reference (a):

a. To establish policy and assign responsibilities for the implementation of reference (b), chapter 33, and reference (c).

b. To provide the Service guidance directed by references (a) and (b) regarding policy on the use of supplemental educational assistance (hereafter referred to as "kickers") and for the transfer of unused educational benefits.

c. To serve as the master reference list for the applicable laws and Department of Defense and Department of the Navy policies and guidance pertaining to the Post-9/11 Government Issue (GI) Bill.

2. Cancellation. CNO Washington DC 261932Z Jun 09 (NAVADMIN 187/09), CNO Washington DC 110033Z Jul 09 (NAVADMIN 203/09), CNO Washington DC 091924Z Dec 09 (NAVADMIN 354/09), CNO Washington DC 041615Z Aug 11 (NAVADMIN 235/11).

3. Background

a. Reference (b), chapter 33, is also known as the "Post-9/11 GI Bill."

b. Reference (d) delegates authority to the Chief of Naval Operations. Reference (e) further delegates authority to the Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education (CNO (N1))).

c. The U.S. Department of Veterans Affairs (VA) administers the Post-9/11 GI Bill Program for eligible members and is available for active duty, full-time support (FTS), and Selected Reserve (SELRES) career Service members.

4. Terms and Definitions. Specific terms and definitions referenced in this instruction are defined and described in enclosure (1).

5. Discussion. The purpose of reference (b), chapter 33, is to recognize and reward eligible Service members who have served on active duty after 10 September 2001 by providing them with the opportunity to pursue education or, alternatively, as a recruitment and retention tool, to transfer unused education benefits to an eligible family member.

a. Service member eligibility for the Post-9/11 GI Bill is the responsibility of the VA. Policies and procedures can be found on the VA Web site ([www.gibill.va.gov](http://www.gibill.va.gov)) or reference (c), subpart P, accessible through the U.S. Government Printing Office Web site Electronic Code of Federal Regulations ([www.ecfr.gov](http://www.ecfr.gov)).

b. Transferability of unused education benefits to family members is termed "Transferability of Education Benefits" by the VA. See reference (a); the GI Bill Web site, ([www.gibill.va.gov](http://www.gibill.va.gov)); or the Department of Defense Manpower Data Center milConnect Web application (<https://www.dmdc.osd.mil/milconnect>) for eligibility requirements and other program details.

c. Enclosure (2) is a step-by-step listing of the critical actions members must follow in order to transfer unused educational benefits to qualifying family members.

6. Responsibilities

a. CNO (N1) shall:

(1) Serve as the lead for the Active and Reserve components in the development, coordination and publication of Navywide policy for the use of transfer of education benefits.

(2) Represent Navy interests as it relates to Post-9/11 GI Bill to the Office of the Secretary of Defense, the other Military Departments, and the U.S. Coast Guard.

(3) Per reference (a), approve or disapprove requests from active duty, FTS, and SELRES members for waiver of the military service obligation if the individual revokes all transfers and no benefits have been used.

(4) Provide policy as it relates to service obligations supporting force shaping efforts including reductions in force.

(5) Determine the need for enlistment and reenlistment for individuals with critical skills and or programs that are hard to recruit or retain and submit plans to the Deputy Assistant Secretary of Defense for Military Personnel Policy for approval.

(6) Budget for and transfer funds to support kickers per reference (b).

(7) Report utilization of kickers as required by reference (a).

b. Office of Chief of Navy Reserve shall provide input to CNO(N1) in the development of total force policy for transfer of Post-9/11 GI Bill benefits.

c. Commander, Navy Personnel Command shall:

(1) Serve as the program manager for GI Bill programs that support active duty and FTS.

(2) Approve and disapprove Post-9/11 GI Bill transfer of benefit requests for active duty and FTS.

(3) Publish guidance on GI Bill programs for the total force.

(4) Respond to congressional inquiries on Post-9/11 GI Bill.

(5) Act as Navy point of contact to the VA in the resolution of issues for current active duty, veterans, and retirees including FTS.

(6) Verify status and inform all members separating or retiring prior to completion of obligated service associated with transfer of education benefits that they may be subject to recoupment by the VA, if any transferred months are used. Ensure the members are aware that VA maintains a waiver process for related indebtedness.

d. Commander, Navy Reserve Forces Command shall:

(1) Serve as the program manager for GI Bill programs that support members of the SELRES.

(2) Approve and disapprove Post-9/11 GI Bill transfer of benefit requests for members of the SELRES.

(3) Act as Navy point of contact to the VA in the resolution of issues for members of the SELRES.

(4) Respond to congressional inquiries from members of the SELRES as they relate to Post-9/11 GI Bill.

(5) Verify qualifying active duty time to the VA for members of the SELRES.

e. Commander, Naval Education and Training Command shall:

(1) Direct the development of Post-9/11 GI Bill informational material in the following areas and ensure it is maintained accurate and current:

(a) Enlisted and officer accession training;

(b) Navy career counselor training;

(c) Navy recruiter training; and

(d) General military training (GMT).

(2) Ensure informational material is incorporated into training schedules for Enlisted Recruit Training, Officer Candidate School, and Naval Reserve Officer Training Corps.

f. Commanding officers and officers in charge shall:

(1) Ensure all newly assigned personnel are made aware of their benefits under the Post-9/11 GI Bill.

(2) Ensure administrative officer, personnel support detachment, or other designated personnel, provide support to officers and SELRES enlisted personnel in the preparation and entry of required NAVPERS 1070/613, Administrative Remarks, (Page 13) into Navy Standard Integrated Personnel System (NSIPS).

(3) Ensure command career counselors provide Sailors with counseling to ensure expiration of active obligated service is sufficient to meet the required additional service obligation and or discuss obligated service options with respect to Post-9/11 GI Bill transferability.

(4) Periodically provide training on GI Bill programs to the staff through recommended GMT.

(5) Ensure individuals receive information on Post-9/11 GI Bill and transfer of benefits as a part of pre-separation or release from active duty counseling.

g. Individual Sailors shall:

(1) Be fully aware of GI Bill programs and how they can be used to plan for lifelong learning goals both while serving or as a veteran.

(2) Refer to the VA Web site ([www.gibill.va.gov](http://www.gibill.va.gov)) for Post-9/11 GI Bill Service member eligibility requirements and to reference (f) for transfer of education benefits (TEB) eligibility requirements.

(3) Follow the procedures detailed in reference (f), for executing the transfer of unused education entitlements to qualifying family members. Reference (f) is the authoritative guidance for Navy procedures to execute TEB, and replaces the documents cancelled in paragraph 2.

(4) Refer to enclosure (2) of this instruction for a review and listing of the critical steps required for enacting TEB.

7. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed per Secretary of the Navy Manual 5210.1 of January 2012.

8. Forms. NAVPERS 1070/613 Administrative Remarks is available for download from Naval Forms Online, <https://navalforms.documentservices.dla.mil/web/public/home>.



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DEFINITION OF TERMS AND PROGRAM DESCRIPTIONS

For the purposes of this instruction, the following definitions apply:

1. Kicker. Supplemental educational assistance paid to an eligible Service member in addition to the basic educational assistance provided through Post-9/11 GI Bill. Kickers are provided at the discretion of the Navy and may be used to recruit or retain Sailors in critical skills. Navy College Fund for enlisted members is considered a kicker and will be used in conjunction with Post-9/11 GI Bill benefits. Kickers or Navy College Fund will be paid to individuals using Post-9/11 GI Bill benefits in the monthly stipend.

2. Member of the Military Services. For the purpose of Post-9/11 GI Bill, military Service members are those individuals serving on Active Duty or in the SELRES. This definition does not include other members of the Ready Reserve such as the Individual Ready Reserve, Standby Reserve, Voluntary Training Unit or retired members of the Military Services.

TRANSFER OF EDUCATION BENEFITS (TEB) STEPS

The following is a review of the major steps Sailors must follow when desiring to execute TEB of the Post-9/11 GI Bill benefits to family members. This enclosure has been created as a supporting tool and checklist to ensure successful completion of the TEB process. This process is also fully described in reference (f).

1. Verify family members are enrolled in the Defense Enrollment Eligibility Reporting System.

2. Enter into and document the required 4-year additional service obligation in the member's NSIPS electronic service record (ESR). The additional service obligation is necessary for eligibility to transfer benefits. Refer to the eligibility requirements listed in reference (f) and enclosure (3) of reference (a). Make and save a copy of the signed obligation. Members are required to obligate for 4 years additional service. The additional service obligation must be reflected in the member's ESR. This includes enlisted members who have reenlisted to meet the obligation and officers who have executed a NAVPERS 1070/613 (Page 13) in their ESR. For officers, a NAVPERS 1070/613 (Page 13) for transferability is required regardless of any existing service agreements. These obligations may be served concurrently. For all SELRES enlisted members, a NAVPERS 1070/613 (Page 13) for transferability is required in addition to the contractual obligation.

3. Conduct the benefits transfer within 30 days of reenlistment or extension (enlisted members) or after verifying the NSIPS entry of the service obligation (officers), as applicable. In situations where communications may hinder a successful submission (e.g., deployment), Sailors may contact Navy Personnel Command GI Bill Office (PERS-314) in advance to hold TEB requests in a pending status until service obligation is reflected in the member's record; this is to avoid surpassing the 30 day grace period. Contact information for PERS-314 is found in reference (f).

4. Log on to milConnect Web site and designate at least 1 month to each desired family member. (The procedure is spelled out in detail on the site. Go to: milConnect Home -> Education Benefits -> How to Submit a Transfer Request).

5. Important: Click on the "Submit" button on the milConnect Transfer Benefits page; verify that a "Confirmation" message is shown. Next, verify on the milConnect TEB page that the status changes to "Submitted" at the top of the screen page under the member's (Sponsor) name.
6. Check the milConnect TEB Web page on a frequent basis until the "Submitted" status changes to either "Request approved" or "Request rejected". This step is critical - members must monitor and verify that their transfer submission was processed.
7. If status changed to "Request approved", the transfer of benefits has been accomplished. Member may change the amount of months transferred as member desires. Print screen and save multiple copies for member's personal records.
8. If status has changed to "Request rejected", member must rectify the disqualifying discrepancy and repeat steps 4 through 7. To date, a majority of the rejections seen have been due to lack of the required NSIPS NAVPERS 1070/613 (Page 13) and insufficient contract time remaining for enlisted members from the date of the TEB request.
9. These actions must be completed while on active duty or as a member of the SELRES.
10. Failure to follow these steps in order will result in denial of TEB. The above steps only describe the process and key points in transferring education benefits from the Service member to family member(s). For the designated family members to use the benefits, they must apply for a certificate of eligibility from the VA. The milConnect "How to Submit a Transfer Request" page discusses this separate requirement and process.