

Frequently Asked Questions

1. When are TA briefing's held?

- TA Briefings are held on every Tuesday at 1000 and Thursday at 1330 in room 211. No appointment necessary to attend.

2. Where can I take CLEP and DANTES exams?

- CLEP and DANTES are proctored by Minot State University (Located in the Education Center) in room 214 every Tuesday at 1300 and Wednesday at 0900.

3. Where can I find study material for CLEP and DANTES exams?

- Study materials are located on your Air Force Virtual Education Center (AFVEC) via the AF Portal. After you log into your AFVEC Click on the "Information" drop down on the top left. Then click on "Study Guides" towards the bottom middle. You can also go to the Library in bldg. 156 or the following websites: www.petersons.com/airforce, <http://www.free-clep-prep.com/>, <http://clep.collegeboard.org/>, <http://www.getcollegecredit.com/testprep/>.

4. Where do I go to schedule a CLEP or DANTES exam?

- To schedule a CLEP or DANTES exam please visit the online scheduler at: www.minotstateu.edu/cel/mafb.shtml

5. Are CLEP and DANTES exams free?

- The first time for each test is free. If you fail an exam you will have to wait 180 days before you can retake that exact same exam, but you will have to pay a re-take fee. **NOTE: There are multiple versions so taking the same exam is not necessary in order to avoid the wait and fee.**

6. Where do I send my transcripts so my credits will show up on my CCAF?

- Please have universities/colleges send **official** transcripts to:

Direct Mail

CCAF/DESS
100 South Turner Blvd.
Gunter Annex, AL 36114-3011

Electronically

CCAF.ETRANSCRIPT@us.af.mil

7. How do I order my CCAF transcript to go to a university/college/civilian organization?

- Go to <http://www.au.af.mil/au/barnes/ccaf/index.asp> to order your CCAF transcript.

8. Can I get a one-time certification in whatever I want?

- No, under the AF COOL Program you can only get a one-time certification related to your current AFSC.

9. How much does the one-time certification cover?

- Under the AF COOL Program funding will not exceed a maximum of **\$4,500** per lifetime per airman.

10. Where can I find military scholarships and grants?

- You can go to <https://fafsa.ed.gov/> and <http://www.military.com/scholarship/search-for-scholarships.do> for military scholarships and grants.

11. What kind of programs do you offer spouses?

- FAFSA/Pell Grants – (Free Application for Federal Student Aid) <https://fafsa.ed.gov/>

12. Do you provide MGIB and or Post 9/11 GI Bill counseling?

- We do not provide individual counseling, but we have handouts and websites we can provide. We recommend you go to the Airman & Family Readiness Center and see Mrs. Tabitha Popphan, VA Benefits Advisor or call her at 732-3848 for individual based counseling.

13. Can I transfer my MGIB or Post 9/11 GI Bill to my spouse and/or children?

- Yes, but enlisted members must have 4 years remaining on enlistment. For more assistance you can go to the following websites: <http://gibill.custhelp.com/app/answers/list> or <http://www.gibill.va.gov> or see Mrs. Tabitha Popphan, VA Benefits Advisor or call her at 732-3848.

14. How early can I register for TA?

- You cannot register for TA any earlier than 45 days prior and no later than 7 days before the term start date.

15. Can I submit my TA form after the term start date?

- No, all TA forms must be signed and approved prior to the term start date.

16. Can I still apply for TA if I have a UIF, on a control roster, overdue/failed PT test, or referral EPR/OPR?

- No. If you have any of the above you are ineligible to apply for TA.

17. How many times can I change my degree plan?

- You are only allowed one degree program change per degree level.

18. How can I see what I have already completed on my CCAF.

- You can access your CCAF progress report on your Air Force Virtual Education Center (AFVEC) via the AF Portal. Once you have accessed your AFVEC, go to the "Self Service" tab click on "CCAF Student Services". From there you will be able to see your current CCAF progress report. Just click on the blue link. On the bottom of the last page you will see your required, completed, and needed credits towards your CCAF.