

Human Resources Services Branch
(NGGA-PES-SVC)

**Eligibility and
Applying for
Montgomery GI Bill
– Selected Reserve
(MGIB-SR)
(Chapter 1606) and
Kicker**

Joint Force Headquarters
Georgia Army National Guard
Marietta, GA
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SUMMARY of CHANGE

SOP 3-3

Eligibility for Montgomery GI Bill – Selected Reserve (MGIB-SR) (Chapter 1606) and Kicker

No Change.

Contents

Chapter 1 Overview

- 1-1 Applicability
- 1-2 References
- 1-3 Point of Contact

Chapter 2 Determining Eligibility for Montgomery GI Bill – Selected Reserve (MGIB-SR) (Chapter 1606)

- 2-1 Conditions
- 2-2 Obtaining Proof of Initial Eligibility (NOBE)
- 2-3 Applying for the Benefit

Appendix A References

Appendix B Figure List

Glossary

Chapter 1 Overview

1-1. Applicability

The Montgomery GI Bill – Selected Reserve (MGIB-SR) (Chapter 1606) is an educational program that provides up to 36 months of education benefit to most members of the Selected Reserve. Eligible Soldiers are able to increase the dollar amount of monthly payments if they have the Kicker Incentive. This SOP does not refer to other chapters (Chapter 30 Active Duty, Chapter 33 Post 9/11) of the GI Bill.

1-2. References

See Appendix A.

1-3. Point of Contact

State GI Bill Manager, <ng.ga.gaarnng.list.ngga-g1-pei-gi-bill@army.mil>, (678) 569 5345.

Chapter 2

Determining Eligibility for Montgomery GI Bill – Selected Reserve (MGIB-SR) (Chapter 1606)

2-1. Conditions

a. Soldiers may be considered eligible if they:

- (1) After 30 June 1985, they signed a six-year obligation to serve in the Selected Reserve, AND
- (2) Completed initial entry training (IET), AND
- (3) Received a high school diploma or equivalent, AND
- (4) Are in good standing in a drilling Selected Reserve unit.

b. If the Soldier became eligible before 1 October 1992 remained in the Selected Reserve, the benefit generally ends 10 years from the date the Soldier became eligible for the program. If the Soldier became eligible on or after 1 October 1992, the benefit generally ends 14 years from the date of eligibility. The period of eligibility may be extended if the Soldier was unable to train because of a service-related disability. With some exceptions, such as for medical separation or deployments, eligibility ends when the Soldier leaves the Selected Reserve.

c. The Department of Defense (DoD) recently updated guidance on the utilization of Army Federal Tuition Assistance (FTA) with other Federal education benefits. DoD and the Department of Veterans Affairs (DVA) have announced that as of 4 May 2021 service members are authorized to use both FTA and VA benefits from the Montgomery GI Bill-Selected Reserve program (Chapter 1606 of Title 10, United States Code) or Reserve Educational Assistance Program (Chapter 1607 of Title 10, United States Code) at the same time.

2-2. Obtaining Proof of Initial Eligibility (NOBE)

a. For an enlisted non-prior service Soldier to obtain proof of eligibility: The Guard Incentive Management System (GIMS) will automatically generate a Notice of Basic Eligibility (NOBE) after the Soldier meets the eligibility criteria.

b. For an enlisted prior service Soldier (particularly for those who are transferring from a different Reserve Component) to obtain eligibility: Soldiers must work with their State GI Bill Manager and/or unit to ensure the criteria are met and are reflected in applicable HR automated systems.

c. For a commissioned or warrant officer to obtain eligibility: In addition to the basic criteria listed above, officers must complete DA Form 5447-R (Officer Service Agreement (OSA), Selected Reserve Educational Assistance Program). The State GI Bill Manager will produce this form and annotate it in GIMS.

d. A NOBE is auto generated in GIMS once a Soldier completes IET and is made eligible in GIMS. However, a NOBE is not required for the school to process GI Bill payments. The School Certifying Official (SCO) should continue to process the GI Bill claim so long as the student submits a current Certificate of Eligibility (CoE).

2-3. Applying for the benefit

a. Step 1: Soldier applies for their Certificate of Eligibility (CoE). Turnaround time from application to receipt of CoE is six to eight weeks, on average. The Soldier can call the VA at 1-888-GIBILL-1 (1-888-442- 4551) to check the status of an application. Soldiers should:

- (1) Go to <https://www.va.gov> and click on “apply for education benefits.”
- (2) Create an account and fill out the requested information.
- (3) The application process (formerly called VONAPP) completes the VA Form 22-1990 allowing Soldiers to use MGIB-SR.
- (4) If the Soldier has a GI Bill Kicker Addendum, then they must upload that contract addendum under “supporting documents” on the DVA website.

b. Step 2: Register for classes.

- (1) Soldiers should register for classes as soon as the school’s registration period opens.
- (2) Soldiers should contact or schedule an appointment with their SCO, normally a school employee that typically works in the financial aid, admissions, or military affairs office.
- (3) The SCO certifies the Soldiers’ registration with the DVA. They verify how many hours the Soldier is taking, the cost of tuition and fees, and reports the rate of pursuit (1/2-time, 3/4-time, or full-time).
- (4) If a tuition payment is due before the Soldier receives the CoE from DVA, the SCO may be able to place the students school account on hold to wait for payment from DVA. The student should check with the school’s finance office to request this exception.
- (5) When the Soldier receives their CoE from the DVA, then they must submit a copy to the SCO.

c. Step 3: Verify attendance.

- (1) While the Soldier is in school, they must verify EVERY MONTH with DVA that they are still taking courses to receive the next GI Bill monthly deposit.
- (2) Soldiers can do the monthly verification in one of two ways: by calling (877) 823-2378 or by going to <https://www.gibill.va.gov/wave> to verify attendance through the Web Automated Verification of Enrollment (WAVE). Some schools are moving to a text-based system of verification. Students should follow the guidance from their SCO.

d. Step 4: Subsequent semester requirements. The following steps must be completed in order to continue receiving the benefit.

- (1) As soon as registration for the next term opens, Soldiers should register for classes early and make another appointment with the SCO to avoid interruption with monthly GI Bill payments.
- (2) Soldiers are not required to resubmit a benefits application unless they are changing schools or degree plans. If either of these have changed, Soldiers must go to <https://www.va.gov> to complete the VA Form 22-1995.

e. Soldiers should not apply for benefits unless they know that their code has been repaired by the GI Bill Manager. If the Soldier has already applied to use benefits and been rejected, Soldiers should contact the GI Bill Manager at ng.ga.gaarnng.list.ngga-g1-pei-gi-bill@army.mil or (678) 569-5345. They will need to have the DVA revisit their determination once the GI Bill Manager repairs the code. The DVA will distribute a new CoE to the Soldier/student.

f. ARNG GI Bill Kicker recipients who also have a Kicker contract should attach it to the DVA application and submit to the SCO.

ATTACHMENTS: (Not used)

Appendix A
References

**Section I
Publications**

DoDI 1322.17

Montgomery GI Bill-Selected Reserve (MGIB-SR), dated 15 January 2015

AR 621-5

Army Continuing Education System (ACES), dated 28 October 2019

AR 621-202

Army Educational Incentives and Entitlements, dated 13 November 2023

FY25 SRIP Policy #25-01

Army National Guard Selected Reserve Incentives Program (SRIP) for Fiscal Year (FY) 2025

FY25 VoIED Policy- PPOM 24-026 dated 3 SEP 2024

Army National Guard (ARNG) Voluntary Education Policy <https://ga.ng.mil/Portals/49/G1/education.html>

**Section II
Forms (Not Used)**

Glossary

Section I Abbreviations

AMHRR

Army Military Human Resource Record

SOP

Standard Operating Procedure

Section II Terms

G1

Deputy Chief of Staff, Personnel (DCSPER); the senior military personnel officer (MILPO) at division and above.

G-1

The office and staff of the G1.

HR Automated Systems

Computer programs and websites utilized by HR professionals to manage or update personnel records. These include, but are not limited to: IPPS-A, iPERMS, GIMS, and BEAST.

Unit

The lowest level of military organization authorized a unit identification code (UIC), such as a company, troop, battery, flight, or detachment.