

Acquisition Workforce Tuition Assistance (AWTAP) FAQs

Following are some Frequently Asked Questions regarding the Navy AWTAP:

Q: AWTAP CAP - What is the maximum funding limit for AWTAP?

A: The AWTAP funding limit is \$10,000 a year for up to five consecutive years.

Q: WHAT WILL AWTAP FUND?

A: AWTAP will fund one career related degree or certificate program per acquisition workforce member. It does not fund JD or PhD level degrees or study abroad classes.

Q: EDUCATION DEVELOPMENT PLAN (EDP) COURSE INFORMATION - what is required and where? Must they all match?

A: EDPs must be kept-up-to-date and accurate: course number, title, start date and end date on the EDP must exactly match the data on the SF 182, the school's invoice and the official grade transcript; AWTAP approval will be withdrawn for those participants who do not comply with this guidance.

Q: GRADE REQUIREMENT - Is there a difference between Graduate and Undergrad requirements? Are transcripts required?

A: In accordance with the AWTAP policy, students participating in a graduate degree program must earn a "B" or better for each class completed. Students participating in an undergraduate degree program must earn a "C" or better. Students who do not meet this grade requirement will have their EDP suspended and are required to reimburse AWTAP funding received. The EDP will remain in a suspended status until confirmation of reimbursement is received. Further, students will not receive additional AWTAP funding until their EDP is reinstated.

Q: FUNDING REQUESTS - How and when does the school get my tuition payment?

A: Notification of an approved SF-182 will be emailed to the student. The student will provide the SF-182 and the school payment processing letter to the college/university. The college/university will invoice the AWTAP program through WAWF per the billing instructions.

Q: TIME LIMIT TO REQUEST FUNDS - Is there a time limit in which to request funds for a course?

A: Yes. This can be done up to 60 days prior to the start of the course or as late as 15 days after the start of the course. If funding is not requested within this 75 day timeframe, students will not have access to the SF-182 and will be responsible for paying all course costs.

Q: IS A SERVICE AGREEMENT REQUIRED TO USE AWTAP FUNDING?

A: Yes, the student must agree to spend one year in the Navy's acquisition workforce upon class completion.

Q: ARE THERE ANY OTHER REQUIREMENTS TO REQUESTING AWTAP FUNDING?

A: There are several other requirements most significantly is the need for the applicant to be certified at their required DAWIA certification level and have maintained Continuous Learning currency.

Q: AM I ENTITLED TO USE AWTAP?

A: No, AWTAP is a privilege and your chain of command has the authority to approve or disapprove its use for your educational needs.