GoArmyEd Tuition Assistance Instructions

(For those on active duty or AGR)

1. Go to www.goarmyed.com website and register (if you have not already done so).
2. If this is the first time you have used the GoArmyEd portal, please contact your active duty army installation to begin the registration process. Once you have completed that end, notify us that you have registered. We will then put your "documented degree plan" into your "e-file" on the portal.
3. Once the documented degree plan is in your file, you should go in and "register" for your classes.   When you get to the screen that asks for several things about the class, use ONLY the following three (3) items:

      SCHOOL   =   Faulkner University
      SUBJECT CODE   =   The 2 – 4 letters at the beginning of course number
      CATALOG NUMBER   =   The 4 numbers of our course number

    Hit enter, and all sections of that class will come up. Scroll up/down to find your section number as below:

CLASS SITE	SECTION #
Albertville	8010
Arab	8035
Ashland	8045
Birmingham Center	200
Birmingham MEP	8085
Brundidge	8105
Butler	8110
Cullman	8180
Dothan	8210
Enterprise	8230
Florence	8265
Ft. Payne	8280
Gadsden	8290
Grove Hill	8320
Huntsville Center	400
Jacksonville	8390
Mobile Center	500
Mobile MEP	8460
Montgomery Main Campus	100
Northport	8510
Phenix City	8590
Selma	8690

If your location does not appear in this list, contact the Military Education Program office (334) 386-7146 or 1 (800) 879-9816, ext. 7146.

4. When you have "registered" on GoArmyEd, please notify the Military Education Program office. At that time, we will go in and process the registrations on our end of the portal.
5. The window of opportunity to register for TA through the GoArmyEd portal opens up to 8 weeks prior to the class start date and closes two weeks after the start date.

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Military Education Program
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As of 07/29/2010