

EDUCATION CENTER GUIDE TO ConAP

September, 2005

What is ConAP? The Concurrent Admissions Program (ConAP) is a partnership between the Army Recruiting Command, over 1,800 participating colleges and Servicemembers Opportunity Colleges (SOC).

ConAP Goals

- Increase enlistment of college-capable soldiers
- Increase use of Montgomery GI Bill education benefits
- Build college and recruiter partnerships

The Concept When soldiers enlist in the Army or Army Reserve, recruiters encourage them to plan for their future education. New soldiers send a *College Referral and Intent to Enroll* form to ConAP colleges. See sample form on other side). They state their intent to enroll in college during or after their enlistment. The college acknowledges the soldier's intent and provides guidelines about applying for admission, beginning the college experience, using distance learning and staying in touch by e-mail and the college Web site. Recruiters emphasize local colleges.

A Two-Step Process

Step 1. Send form to college

Recruiters and new soldiers select a ConAP college and send a *College Referral and Intent to Enroll* form to the college point-of-contact (POC). Soldiers may select more than one college.

Step 2. College completes form and returns to recruiter

The College POC completes the form, keeps the original copy and returns other copies to the recruiter. The recruiter provides designated copies to the student (enlistee), high school counselor if the enlistee is still in high school, and Recruiting Battalion Education Services Specialist (ESS).

By signing the form, the college acknowledges the intent to enroll and advises the soldier to:

- apply for admission within one year of the expected date to enter college.
- visit their Army education center and begin college work in class or by distance learning.

- stay in touch by e-mail and college web site

Advantages for New Soldiers? A plan to attend college and use MGIB benefits; a home college that recognizes the ACE Guide; education opportunities while in the Army such as:

- SOCAD Degree Programs
- SOCAD Army Career Degree Programs
- eArmyU.Com
- Online courses with ConAP college
- College programs at Army Education Centers

When Soldiers In-process at Education Centers

Ask soldiers if they are in ConAP and if they have a copy of their ConAP form. If yes, tell them to contact the college by e-mailing the ConAP POC. If they do not have a copy of their ConAP form, do not remember the name of the college, or need the name of a POC, a phone number or e-mail address, they can:

- Call the ConAP office at 1-800-368-5622 or FAX 202-667-0622
- Send an e-mail to: conap@aascu.org stating their name, SSN and information needed
- Visit the SOC Web at www.soc.aascu.org/conap/. On left side, find "Points of Contact" and click on "ConAP Points of Contact at ConAP Colleges".

Help soldiers start college coursework.

Education Center Transition Counseling

Advise soldiers to:

Complete at least 20 months of a 2-year enlistment or 30 months of a 3-year or longer enlistment to qualify for MGIB education benefits.

Apply for admission to their ConAP college not more than 12 months before the desired date to enter college. See the college catalog or Web site about how to apply for admission.

If they need an advance payment from the VA to help pay tuition, contact the college at least six months before classes begin.

Explain ROTC scholarships, the Green-to-Gold program and the VA Work-Study Program. See the VA Web site at <http://www.gibill.va.gov/>