

TROOPS TO TEACHERS – FREQUENTLY ASKED QUESTIONS

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GENERAL PROGRAM QUESTIONS AND ANSWERS:

Q – **When was Troops to Teachers (TTT) created and who administers it?**

A – Troops to Teachers (TTT) was established in 1994 as a Department of Defense program. The National Defense Authorization Act for FY 2000 transferred responsibility for program oversight and funding to the U.S. Department of Education but continued operation by the Department of Defense. The No Child Left Behind Act of 2001 provided for continuation of TTT. The National Defense Authorization Act for FY 2013 transferred responsibility for program oversight and funding back to the Department of Defense. TTT is managed by the Defense Activity for Non-Traditional Education Support (DANTES), Pensacola, Florida.

Q – **What is the purpose of the TTT Program?**

A – TTT’s mission is to assist transitioning service members in becoming teachers and to facilitate employment of such members.

Q – **Why should I register in the TTT program?**

A – By registering for the program, TTT can assist you in several ways: There are state and regional offices across the U.S. helping military personnel make successful transitions to second careers in teaching. The TTT staff can assist you in many ways from helping you understand the certification requirements in the state you want to teach, to informing you about the various certification programs available to you, and finally helping you find employment opportunities as a teacher. Financial assistance may also be available based on availability of funds and eligibility criteria.

Q – **How can I locate the TTT office for my state?**

A – TTT offices cover all fifty states and US territories. TTT state contact information is located at: <http://troopstoteachers.net/Portals/1/National%20Home%20Page/stateoffices.pdf>.

Q – **During working hours, how does the TTT phone system operate?**

A – TTT’s phones ring in a circular hunt group that reaches several available lines. When all lines are busy or no one is available, calls are routed to our voicemail system. TTT’s normal business hours are 0700 to 1600 Central Time. Calls received during non-business hours automatically go to voicemail. Please leave a message, speak slowly, and clearly, include your name, phone number, and purpose of call.

DSN	459-1241
TOLL-FREE	1-800-231-6242
COMMERCIAL	1-850-452-1320
DIRECT	1-850-452-1111 + Extension

Q – **If calling TTT after duty hours, which specific extension should I dial for certain kinds of services or questions?**

A – Please leave a message, speak slowly, and clearly, include your name, phone number, and purpose of call.

COUNSELING MATTERS: Extensions 3224 or 3157
FINANCIAL ISSUES: Extensions 3154 or 3162
GENERAL PROGRAM INFORMATION: Extensions 3224 or 3157
HOMEPAGE/INTERNET ISSUES: Extensions 3224 or 3157
REGISTRATION PASSWORD RESET: Extensions 3224, 3156 or 3157
REGISTRATION PROCESS: Extensions 3148, 3158, 3184, or 3160

Q – **Are spouses eligible for the TTT program?**

A – Spouses are not eligible to register with TTT.

Q – **Do JROTC instructors qualify for TTT?**

A – Yes.

Q – How does my GI Bill eligibility affect financial assistance from TTT?

A – If you are eligible for Post 911 GI Bill benefits you do not qualify for the stipend of up to \$5K for certification expenses. (Unless Post 911 GI Bill benefits are exhausted or the certification program is not approved for GI Bill benefits). If you have transferred your benefits to a spouse or dependents and they have not exhausted all benefits, you are still considered to be eligible for Post 911 GI Bill benefits, thus not eligible for a TTT stipend. You could, however be eligible for a TTT bonus after you have gained employment as a teacher if you meet all other eligibility requirements for a bonus.

Q – Does TTT place me in a low-income school?

A – No, TTT does not place you in a school of any kind. TTT offers assistance in finding the right teacher certification program for you, and also uses its extensive network with school districts and schools to assist you in your employment search. Should you accept a teaching position in a “low-income school” you may be eligible for a TTT bonus.

TTT encourages participants to become hired in low-income schools, but participants decide where they apply for teaching positions (obtaining a position is your responsibility). Our TTT state offices can give you guidance:

<http://troopstoteachers.net/Portals/1/National%20Home%20Page/stateoffices.pdf> or
<http://www.troopstoteachers.net/FindaJob.aspx>.

ELIGIBILITY QUESTIONS AND ANSWERS:

Q – Who is eligible to register in the TTT program?

A – All current and former members of the U.S. Armed Forces are eligible to receive and counseling referral assistance through the TTT program. The last period of service must be characterized as honorable.

For a complete discussion of eligibility criteria go to:

<https://secure.doded.mil/TTTRegistration/TTTProgramEligibilityAndRequirements.aspx>.

Q – Are there time restrictions for registering in the TTT program?

A – There are no time restrictions for those registering with the program for counseling and referral assistance. However, there are time restrictions for those seeking financial assistance. Specifically: Active duty and Selected Reserve personnel separated on or after January 8, 2002 for physical disability must register within three years after separation. Selected Reserve personnel who transition from active duty on or after January 8, 2002 must have served a minimum of four years on active duty immediately before separation and commit to three additional years with the Selected Reserve.

The various eligibility criteria are cited in depth at:

<https://secure.doded.mil/TTTRegistration/TTTProgramEligibilityAndRequirements.aspx>.

Q – Does my time in the inactive Reserve and the inactive National Guard count toward the program minimums for financial assistance?

A – No. The law stipulates that one’s reserve time must have been in the Selected Reserve (see [Eligibility Criteria](#) for details).

Q – I am a retired reservist. I no longer drill and will not receive any retirement dollars until I reach age 60. Am I eligible to register for TTT and apply for financial assistance?

A – Yes, you may register for TTT and you may be eligible to apply for financial assistance. See [Eligibility Criteria](#) for details.

Q – I am a Vietnam-era veteran now enrolled in a teacher certification program. Do I qualify for funding for the TTT program?

A – No, unless you are a retired veteran. You do qualify to register for counseling and referral assistance if you have an honorable discharge.

Q – I have nine and one-half years active duty service. I am planning to separate in six months. Am I eligible?

A – Yes, you are eligible to register for TTT and receive counseling and referral assistance if you receive an honorable discharge. If you plan to enter the Selected Reserve for at least an additional three years you would also qualify for financial assistance should you meet all other financial assistance criteria.

Q – I have five years in the Selected Reserve. Am I eligible for TTT funding?

A – No. As a member of the Selected Reserve with five years, you are eligible only for counseling and referral assistance. However, when you reach the six year mark, you could qualify for financial assistance by committing to an additional three years in the Selected Reserve.

Q – I have separated from the Selected Reserve. Am I eligible for TTT?

A – Yes, you are eligible to register with TTT for counseling and referral assistance as long as you have an honorable discharge.

Q – Are all retired military eligible to register for TTT?

A – Yes, regardless when retirement occurred you are eligible to register with TTT.

Q – I am a retired officer and I teach JROTC at a public high school. Will I be able to apply for and use TTT funds to obtain a full teaching certification?

A – Yes. If you decide to become a full time teacher in an academic or technical area you may qualify for the TTT stipend of up to \$K if you are not eligible for Post 911 GI Bill benefits, those benefits have been exhausted, or the certification program is not approved for GI Bill benefits.

Q – I was honorably discharged from the Air Force in 1993 and have received my bachelor's degree. I have four years of active duty service. Am I eligible to apply for financial assistance under this program?

A – No, however, you may register with TTT to receive counseling and referral assistance. If you join the Selected Reserves and have a total of six good years of military service you could qualify for financial assistance if you commit to serving in the Selected Reserves for three additional years

PROCEDURES FOR REGISTERING IN THE TTT PROGRAM:

Q – How do I register for TTT?

A – You may register on line at: http://www.dantes.doded.mil/Programs/TTT_Registration.html
Or download the registration form from our Internet Home Page
http://www.dantes.doded.mil/Programs/Docs/TTT_Registration_Packet.pdf.

If you have a problem registering, call TTT at DS 459-1241, toll-free 1-800-231-6242, or 850-452-1320 and ask for a counselor, or email tt@navy.mil. TTT national office core office hours are 0700 – 1600, Central Time, Monday - Friday.

Q – Where should I send my TTT registration forms?

A – Send forms to the TTT national office in Pensacola, Florida. The mailing address is on the registration form.

MAIL:

DANTES
Troops to Teachers (Code 02)
6490 Safely Field Road
Pensacola, FL 32509-5243

FAX: 850-850-452-1194

SCAN DOCUMENTS and E-MAIL: ttregister@navy.mil

Q – May I submit a "copy" of the registration or must it be an original?

A – You may submit an original or a copy, but it must be signed. The online registrations have an electronic signature or release of information to us. Copies of all documents are acceptable as long as they are legible.

Q – By submitting a signed registration, am I obligating myself to anything?

A – No, however you are certifying that all information on the form is true and correct and authorizing the release of your information to school districts for referral purposes.

Q – What are the supporting documents required to determine eligibility for financial assistance from TTT?

A – Section 10 Titled “Documents Required for Financial Assistance Evaluation” on the registration form has a chart indicating what documents are needed to determine financial eligibility based on category. The online registration has a form titled “TTT Program Eligibility and Supporting Documents Requirements” on the website at:
<https://secure.doded.mil/TTTRegistration/TTTProgramEligibilityAndRequirements.aspx>.

Q – Must I request original documents from each source office?

A – No, copies of all documents are acceptable as long as they are legible. However, it is important that you mail clean legible copies rather than relying on FAX copies. FAX copies sometimes do not arrive or they are often unreadable and create a paper management problem. Photocopies of college transcripts are acceptable so long as the text is readable. If not, please provide original transcripts.

FINANCIAL QUESTIONS AND ANSWERS:

Q – If I am eligible for a stipend, may I take my certification courses from a private school?

A – Regionally accredited institutions are the recognized sources of certification programs. However, we recommend you check with your TTT state office to verify the certification program will be recognized by the state. TTT state contact information: <http://troopstoteachers.net/Portals/1/National%20Home%20Page/stateoffices.pdf>.

Q – Is the financial assistance (stipend or bonus) a loan that must be repaid?

A – No. Both are one-time assistance normally paid out in two to three payments. The stipend covers actual expenses incurred in becoming certified, up to \$K. Bonus awards are up to \$5K or \$10K based on being hired as a full time teacher in either an “Eligible” or “High-Need” school. The total amount a participant may receive combining any of the financial assistance cannot exceed \$01D. Both stipends and bonuses are taxable.

There are conditions that must be met (agreed to by signing the Memorandum of Agreement when applying for financial assistance). If the terms are not met, you would be required to repay all or part of the financial assistance. The conditions include but are not limited to:

1. Completing three years employment at an “Eligible” or “High-Need” school.
2. For current Selected Reserve Members with six or more good years, or individual who entered the Selected Reserve with four or more years Active Duty and commits to serving three additional years or becomes eligible for retirement.

Q – What types of expenses will the stipend reimburse?

A – We are allowed to reimburse expenses that you incur after the date you are registered and qualify for financial assistance from TTT. They must be directly related to a teacher certification program, or apply to courses leading to teacher certification or teaching endorsements leading to a current teacher’s certification. Below is a list of eligible expenses:

1. Tuition – If you are working toward another degree while pursuing your teacher’s license, include only those courses that are directly related to teacher certification.
2. Books and materials – for coursework only, not for student teaching. Computer and software are not eligible expenses.
3. Fees – Certification fees, testing fees, and fingerprinting, if it is required by the state.
4. Lodging for out-of-town seminars, testing and other certification requirements.
5. Childcare.
6. Transportation – .565 cents per mile at this date (subject to change).

Ineligible expenses – expenses that we may not reimburse –are those expenses that were incurred prior to your eligibility date, computers, software, sports equipment, meals, or additional degrees that do not result in teacher certification. We are also not allowed to reimburse for certification, endorsements, or endorsements in areas other than teaching, e.g., administration or counseling.

Q – May I use the TTT financial assistance in addition to Pell Grant and/or GI Bill funding?

A – Pell Grants do not conflict with TTT financial assistance. Individuals that are eligible for Post 911 GI Bill benefits are not eligible for the stipend unless their benefits are exhausted or the state approved certification programs are not approved for GI Bill benefits. Other chapters of GI Bill benefits do not affect the stipend.

Q – I will be awarded my bachelor's degree and retire simultaneously. Upon my retirement, I will be certified to teach. Will I be eligible for stipend money?

A – Possibly, if you seek an additional certification beyond the one that you are earning with your bachelor’s degree and you do not qualify for Post 911 GI Bill benefits or the certification program is not approved for GI Bill benefits.

Q – I am in school but will retire before I receive my bachelor's degree. Am I eligible for financial assistance from TTT?

A – You are eligible and encouraged to register for the TTT program. Financial assistance for those having less than a bachelor’s degree is for vocational/technical areas only. Once you have earned your bachelor’s degree you may utilize the stipend of up to \$K for certification expenses as long as you do not qualify for Post 911 GI Bill benefits or the certification program is not approved for GI Bill benefits. Similarly, once you’ve earned your bachelor’s degree and appropriate teacher certification you may be eligible for a TTT bonus depending on where you accept a teaching position.

Q – I submitted my registration package. What happens now?

A – Within ten working days you will receive a letter establishing your registration with TTT. You should contact the TTT state office in the state(s) you have an interest in teaching for guidance to help you determine certification requirements. TTT state contact information: <http://troopstoteachers.net/Portals/1/National%20Home%20Page/stateoffices.pdf>.

QUESTIONS AND ANSWERS ABOUT BECOMING A TEACHER:

Q – What if I am not sure I want to be a teacher?

A – The best way to know for sure is to gain some practical experience. Volunteer in a public school at the grade level and in the subject area in which you want to teach. See http://www.dantes.doded.mil/Programs/TTT_GettingStarted.html.

Q – I have heard that a person has to be certified to teach. What does that mean?

A – Each state requires that public school teachers meet certain educational standards. The teacher certification agency in each state’s Department of Education is the best source for specific information. Direct links to the states’ certification offices may be found at <http://education.uky.edu/AcadServ/content/50-states-certification-requirements>. Our TTT state offices can also help you determine certification requirements for the states that they represent. TTT state contact information: <http://troopstoteachers.net/Portals/1/National%20Home%20Page/stateoffices.pdf>.

Q – Do substitute teachers have to be certified?

A – Most states require that substitute teachers undergo some type of screening. Substituting allows the district to become aware of your teaching abilities and offers you the opportunity to become acquainted with the system. Our TTT state offices can give you guidance. TTT state contact information: <http://troopstoteachers.net/Portals/1/National%20Home%20Page/stateoffices.pdf>.

Q – What are starting teachers paid?

A – Teacher’s average starting salary by state: <http://teacherportal.com/teacher-salaries-by-state>. Also, our TTT state offices can give you guidance. TTT state contact information: <http://troopstoteachers.net/Portals/1/National%20Home%20Page/stateoffices.pdf>.

TEACHER CERTIFICATION QUESTIONS AND ANSWERS:

Q – I submitted my registration package and received confirmation of my acceptance into TTT. How will TTT help me become certified?

A – The answer has several parts.

1. Our TTT state offices can also help you determine certification requirements for the state(s) they represent, and Offer suggestions regarding the best means of accomplishing your goals. TTT state contact information: <http://troopstoteachers.net/Portals/1/National%20Home%20Page/stateoffices.pdf>.
2. Links to the states’ certification agencies may be found on the TTT homepage at: <http://education.uky.edu/AcadServ/content/50-states-certification-requirements>.
3. Part of the TTT home page contains specific suggestions for becoming certified, at TTT Step-by-Step http://www.dantes.doded.mil/Programs/TTT_StepByStep.html.

Q – Is a teaching certificate required to be hired as a full time teacher?

A – Many states have a certificate that is referred to as an “alternative teaching certificate” that can be issued to an individual based on the applicant’s academic background and the state’s immediate need to hire someone. In addition, participants in many states can be hired as vocational/technical teachers based on their skill levels without having a current vocational/technical teaching certificate. Because of the No Child left Behind Act, fewer states allow one to teach without being fully certified.

Q – What does fully certified mean?

A – This can vary greatly among the states.

1. In general, you must have proven knowledge in the subject matter that you teach. Possessing a baccalaureate or higher degree in the required subject or sometimes by completing a certain number of courses in the subject or passing state-approved subject matter tests may suffice.
2. Most states also require that you complete certain education classes as well as a period of practice teaching.
3. In many states, you must teach three to five years before permanent certification is awarded. To be sure, check with the respective TTT state office <http://troopstoteachers.net/Portals/1/National%20Home%20Page/stateoffices.pdf> or state certification agency <http://education.uky.edu/AcadServ/content/50-states-certification-requirements>.

Q – What if the state in which I want to teach has no “alternative teaching certificate”?

A – You will be required to either complete an entire teacher preparation program in a college or university, or take selected courses to meet your “deficiency” in required academic areas.

Q – How do I find a teacher certification program?

A – Contact the TTT state office to request a list of certification programs. Or contact the respective State Department of Education, Office of Certification. Once you have decided what state you plan to teach in you can check with the local college or university that offers teacher preparation courses. TTT state office listing: <http://troopstoteachers.net/Portals/1/National%20Home%20Page/stateoffices.pdf> and state certification agency <http://education.uky.edu/AcadServ/content/50-states-certification-requirements>.

NOTE: Visit our Home Page on the Internet for complete TTT information at ProudToServeAgain.com.

CONTACT INFORMATION:

DANTES

Troops to Teachers

Code 02

6490 Safely Field Road

Pensacola, FL 32509-5243

DS: 459-1320

Tel: (800) 231-6242

Tel: (850) 452-1241

Tel: (850) 452-1111 + Extension

Fax: (850) 452-1194 or 452-1096

E-mail: ttt@navy.mil

Home Page: ProudToServeAgain.com

Facebook: www.facebook.com/TTT.NATIONAL

State Office Listing: <http://troopstoteachers.net/Portals/1/National%20Home%20Page/stateoffices.pdf>

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