

STEPS TO START THE TUITION ASSISTANCE PROCESS

MCAS Yuma-Voluntary Education Program
Education Center-Bldg. 850
(928)269-3248 or 269-5614



COMPLETE THE FOLLOWING STEPS:

1. Personal Readiness Seminar (PRS)

To be eligible to use TA, the Personal Readiness Seminar (PRS) must be completed. If this is your first permanent duty station, you must complete the brief in person. To register for the in-person brief, email pfmpyuma@usmc.mil. If this is not your first permanent duty station, and you have not completed the PRS, you may complete it in-person or online. The online brief is available on JKO course# J30P-US1395. Once complete, email proof of completion to Yuma_EdCenter@usmc.mil.

2. Tuition Assistance (TA) Brief

Attend the TA brief in-person or online.

In-person: Every Wednesday 1000-1130 at the Education Center, Bldg. 850.

Online: Complete the Tuition Assistance Brief (**MFRPRETA01**) on the **Marine Corps eLearning Ecosystem** (MCELe) aka: MarineNet. Once complete, email the TA brief Certificate of Completion to Yuma_EdCenter@usmc.mil.

3. Career Assessment

Take a career assessment online at careerpathdecide.org or take the **O*NET Interest Profiler** at oneline.org. Review your career results as you will need your results to complete the **Personal Education Folder**.

4. Personal Education Form (PEF)

Complete all sections of the **Personal Education Form (PEF)**, which is available for download on the website listed below under the **Resource Download** Section.

<https://yuma.usmc-mccs.org/marine-family-support/voluntary-education>

Once complete, email the PEF to Yuma_EdCenter@usmc.mil.

5. Counseling Appointment

After you email your Personal Education Form (PEF), an Education Advisor will email you a date and time for your academic & career counseling appointment. Please confirm the appointment by responding to the email. In your counseling appointment, the Education Advisor will discuss your educational goals, steps you need take to become a student, and the application process for tuition assistance. **We look forward to working with you!**

***Marine Corps TA Guidelines are in NAVMC 1560.25 and MCO 1560.25.**

Feb 2026