

Blanket Exception to Policy Approval for Classes Beginning 8 March 2021 through 22 March 2021

Due to the delay in launch of ArmyIgnitED, HQ ACCESS will provide blanket exception to policy (ETP) TA approval for classes that begin 8 March 2021 through 22 March 2021.

For Blanket ETP TA approval:

1. The Soldier must have an approved Education Path in ArmyIgnitED.
2. The Soldier must be eligible to receive TA (e.g., not Flagged, has TA remaining for FY).
3. The Education Institution (EI) must submit the electronic class enrollment file to ArmyIgnitED (HQ ACCESS will contact an EI to upload the file if not present when the ETP request is received).
4. The Soldier's class or classes must begin 8 March 2021 through 22 March 2021 (Education Centers/Offices must request ETPs for classes starting before or after this timeframe by escalating a completed ETP request packet to HQ ACCESS via a SNOW helpdesk case).

Blanket ETP Process:

1. HQ ACCESS has requested that EIs submit a consolidated list of Soldier enrollments with class start dates that begin 8 March 2021 through 22 March 2021. HQ ACCESS is encouraging EIs to submit these lists to reduce the number of individual Soldier ETPs, thus reducing workload for all stakeholders. EIs with questions about the blanket ETP process should be referred to the School Support Team at www.vantagepoint-inc.com/armyschoolsupport.
2. HQ ACCESS will upload the list of EIs that have provided Soldier enrollments to the ACCESS, Army University Training Channel. The list will be updated daily.
3. Education Centers/Offices should escalate an individual ETP request as an "Other" SNOW helpdesk case type for Soldiers whose EIs have not provided HQ ACCESS a list of enrollments. Education Centers/Offices are not required to complete an ETP request packet for enrollments with class start dates that begin 8 March 2021 through 22 March 2021, but must provide the following information in the case:
 - a. EI name, class catalog acronym/number, class name, class start and end dates
 - b. Annotated verification that class is required for Soldier's degree plan, if applicable
4. After an ETP-approved class has been processed at the HQ ACCESS level, the TA Request (TAR) will appear in the Education Center/Office's TAR queue for approval. The Education Center/Office will be able to identify that the class was approved for ETP TA because the start date on the TAR will be in the past. Education Centers/Offices should escalate a SNOW helpdesk case to HQ ACCESS with questions before rejecting a TAR with a past start date.
5. Once approved, the TAR will be available for invoicing IAW the established invoicing process.

