

Army Spouse Licensure Reimbursement

ELIGIBILITY

- Military Spouse of Active Duty (AD) Soldiers and NG/Reserve Soldiers on AD orders.
- Moved with Soldier due to permanent change of station (PCS).
- Held a professional license/certification in any prior duty state.
- Are obtaining the same licensure/certification in the new PCS location.

PROCESS

- Apply for reimbursement AFTER obtaining new license/certification.
- Submit required documentation to Soldier's unit S1.
- Once approved, reimbursement will transfer to Soldier's direct deposit account within 10 business days.

REIMBURSABLE EXPENSES

Any fees or costs associated with getting the same or similar license/certification in a new state that a Military Spouse held at a previous duty location. This includes exam and registration fees.

DOCUMENTATION NEEDED

- Standard Form 1034, Public Voucher for Purchase and Services Other Than Personal
- Copy of PCS Orders
- Copy of Spouse's previous state license/certification that was valid at a previous duty location
- Copy of new state license/certification
- Copy of marriage certificate
- Proof of fee payment

to be best
point of view
Licensure
permission to



Questions? Contact ERP at 719-526-0452