



School Glossary of Terms and Acronyms

This document was created as a reference for new Points of Contact (POCs) for common terms and acronyms for GoArmyEd.

| Term | Acronym | Definition |
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| Army Education Counselor | | Army Education personnel who works primarily with Active Duty Soldiers at a local installation. GoArmyEd user which has rights to create, approve, or deny VIA requests, place or defer holds, etc. |
| Army Continuing Education System | ACES | The Army Continuing Education System (ACES) under The Adjutant General Directorate, U.S. Army Human Resources Command, is also referred to as the Army Continuing Education Division (ACED) and manages the GoArmyEd program. |
| Auto Advisor | | Auto Advisor is an enrollment tool available to a Soldier in a Fully-developed degree program with an LOI school. Auto Advisor makes recommendations for classes that are required for a Soldier degree plan. |
| Base Role–Soldier Account | | Soldiers with a record in Army Personnel who wish to access services from Army education centers may create an account in GoArmyEd via a self-service process. Soldiers will need to complete VIA to declare their home school and degree plan. |
| Commercial and Government Entity Code | CAGE Code | All schools must have a Commercial and Government Entity (CAGE) code to do business with the federal government. Schools must register with the System for Award Management (SAM) at http://www.sam.gov/ . The federal government cannot pay invoices to vendors that do not have a CAGE code or that have an expired CAGE code. |
| Certifying Enrollment | CE | GoArmyEd user which has rights to create, approve, or deny TA requests. |
| Class | | Classes are subsets of courses and are specific instances of courses. An example of a class is BIO 101 starting 1/1/06 and ending 3/31/06 in Ace Hall on MWF at 0900. Classes have attributes such as instruction mode, enrollment capacity, meeting time, and location. |



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| | | Example of a class: BIO 101 Introduction to Biology Section 12345 MWF 12:00-1:00 |
| Classification of Instructional Programs | CIP | Generic Names of the degrees by degree level offered by Schools (as reported by schools to the Department of Education). CIP codes are used to describe and aggregate college majors into a systematic description of instructional activity. |
| Communications Tracking System | CTS | CTS is a record of counseling notes and email communications that Army Education Counselors, Education Services Specialists, Education Services Officers, the Headquarters Army Continuing Education System, LOI and Non-LOI schools, and the GoArmyEd system send to Soldiers. |
| Course | | <p>A course is a program of instruction, such as Introduction to English, Advanced Biology, or Macroeconomics. Classes are subsets of courses and have both the attributes of the course as well as the specific information for that class section (day, time, name of classroom, instructor). Course data (subject, catalog number, and title) are common across all classes.</p> <p>Example of a course: BIO 101 Introduction to Biology Example of a class: BIO 101 Introduction to Biology Section 12345 MWF 12:00-1:00</p> |
| Course Planner | | Course Planner is a planning tool that enables a Soldier to identify the courses they plan to take to complete their degree. Soldiers in Drop-down, Other degrees at LOI School and Soldiers enrolled with a Non-LOI School in an external degree plan are required to use Course Planner. |
| Customer Relationship Management Tool | CRM | The Customer Relationship Management Tool is housed in the GoArmyEd system and enhances the way Army Education Counselors, Servicemembers and schools create and track Helpdesk cases for questions and concerns related to GoArmyEd. |
| Department of Defense (DoD) Memorandum of Understanding (MOU) | DoD MOU | DoD Voluntary Education Partnership Memorandum of Understanding. DoD policy requires educational institutions that wish to participate in the DoD Tuition Assistance (TA) Program to sign an MOU conveying the commitments and agreements between the educational institution and DoD prior to an educational institution receiving funds from a service's TA program. |



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| Degree Progress Report | DPR | The Degree Progress Report is an unofficial tool Soldiers use to check their degree progress in GoArmyEd. |
| Degree Program Management Tool | DPM Tool | The Degree Program Management tool enables GoArmyEd schools to load and modify degree information in the GoArmyEd Student Administration System. The Degree Program Management tool is available to all GoArmyEd Primary and Secondary POCs, as well as Course Administrators. The Degree Program Management tool collects important data from GoArmyEd schools, supplementing existing data VIA gathers from GoArmyEd and the Department of Education. |
| Documented Degree Plan | DDP | The documented degree plan is the understanding between the home school and the Soldier on what is required to complete a degree. |
| Drop-down Degree Plan | DDDP | Degree plan available in GoArmyEd marked with subscript –d. Soldiers are required to use Course Planner upon the completion of six semester-hours at his or her home school and nine semester-hours total. |
| Education Center | | A DoD installation facility, including office space, classrooms, laboratories, or other features, that is staffed with professionally qualified personnel and to conduct voluntary education programs. This may be located at an active duty military installation, Reserve and National Guard facility (state readiness center, armory, unit, etc.), or recruiting center (leased space inside a shopping mall or office building). |
| Education Services Officer | ESO | ESOs manage programs at the installation level; they review and grant Military Withdrawals and process exception to policy CRM cases. |
| Education Services Specialist | ESS | ESSs manage and administer Active and Reserve Component programs and provide Soldier guidance and counseling. |
| External degree | | Degree offered by a Non-LOI school. These degree programs are not listed on GoArmyEd. Soldiers enrolled into these programs will need to complete a Course Planner. |
| Fully-developed Degree Plan | FDD | Fully-developed degree plans are offered at an LOI School. Soldiers are able to review these degree maps on the School Information page. |
| GoArmyEd | | GoArmyEd is the virtual gateway for Soldiers on active duty to request TA online, anytime. Not to |



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| | | be used as an acronym. The Army prefers to see “GoArmyEd” rather than “Portal” when referring to the system. |
| Grade Point Average | GPA | Number representing the average value of the accumulated final grades a student has earned in courses over time. |
| Headquarters Army Continuing Education System | HQ ACES | Chief and Department heads of the Army Continuing Education System for GoArmyEd. |
| Military Withdrawal | WM | Military withdrawal permits a Soldier to withdraw from a course for military reasons without incurring a financial penalty. |
| Personnel Administration Center (PAC)/Unit Administrator (UA) | PAC | Active duty Soldiers are directed to the Personnel Administration Center (PAC) to initiate personnel actions. |
| Pre-Certifier | Per-Cert | HQ ACES grants pre-certification rights to a Non-LOI school, which has three days to review TA request forms from Soldiers. In turn, a pre-certifying school’s invoice may be submitted monthly instead of quarterly. |
| Primary Point of Contact | PPOC or POC | Point person to contact for school related questions or concerns. |
| Office of Postsecondary Education Identification | OPEID | The Office of Postsecondary Education Identification (OPE ID) number is assigned by the U.S. Department of Education to identify schools that have Program Participation Agreements (PPA) so that its students are eligible to participate in Federal Student Financial Assistance programs. |
| Regional Level Application Software | RLAS | Reserve Duty Soldiers are directed to Unit Administrator (UA) to initiate personnel actions. Reserve Soldiers are directed to their Unit Administrator to initiate personnel actions. |
| Secure File Transfer Protocol | SFTP | Secure File transmission from one program or user to another. SFTP is used by LOI institutions for reporting. |
| Smart Links | | Smart Links are key transactional links on the Soldier’s homepage in the Base Role and the TA-eligible role of GoArmyEd. |
| Standard Installation and Division Personnel Reporting System | SIDPERS | National Guard Duty Soldiers are directed to Unit Readiness NCO to initiate personnel actions. Reserve Soldiers are directed to their Unit Administrator to initiate personnel actions. |



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| Student Agreement | SA | Delineates specific credits awarded for all prior learning (including military training and experience) and remaining credits required for degree completion. |
| Student Record | | A Student Record contains all Solder information in GoArmyEd, including personnel, educational, and support summary information. |
| Student Funded | SF | Funding type listed on a Solder Student Record if the class is listed as Student Funded. The Soldier should work with their school regarding payment. |
| TA Eligible | TAE | Soldiers who completed VIA and receive program enrollment approval from an Army Education Counselor will have their accounts updated so they can request TA benefits through GoArmyEd. |
| Tuition Assistance | TA | Funds provided by the Military Services to pay a percentage of the charges of an educational institution for the tuition of an Active Duty, Reserve or National Guard, enrolled in approved courses of study during off-duty time. |
| TA Grade Point Average | TA GPA | The Army's GPA, which is independent of a Soldier's GPA with his or her home school. It is calculated by averaging the grades for each completed class in the Soldier's Student Record. When the TA GPA falls below the stated thresholds, the Soldier is not eligible to participate in the Army TA program. Undergraduate GPA: 2.0 undergraduate Army TA GPA/15 SHs of TA-funded undergraduate classes Graduate GPA: 3.0 graduate Army TA GPA/six SH of TA-funded graduate classes |