

# INFORMATION BULLETIN

WORLDWIDE EDUCATION SUPPORT TO THE DEPARTMENT OF DEFENSE

OCTOBER 2014 NUMBER 447

WWW.DANTES.DODED.MIL

**1974 - 2014: Celebrating 40 years of service!**

## Exams reimbursements consolidated into one form

The newly consolidated exams Reimbursement Request Form went into effect Oct. 1, 2014. The new form, DANTES Form 1560/50, includes GRE General and Subject, GMAT, and PRAXIS exams. Test Control Officers (TCOs) must destroy all previous reimbursement forms, which are obsolete.

### What changed?

The new Reimbursement Request Form is to be used for all authorized programs (GRE General and Subject/GMAT/PRAXIS). Separate forms must be submitted for each individual program.

Forms are completed and signed electronically by the member, then mailed directly to DANTES at:

DANTES  
ATTN: Code 20C3  
6490 Saufley Field Road  
Pensacola, FL 32509-5243

The new DANTES Reimbursement Request Form can be found at [www.dantes.doded.mil/content/exams\\_reimbursement\\_form.pdf](http://www.dantes.doded.mil/content/exams_reimbursement_form.pdf).

### What didn't change?

Request forms must be submitted within 90 days of the test date.

Reimbursement of the test fee will be distributed into the military member's pay bank account. NOTE: Coast Guard members receive reimbursement via a U.S.

Continued on page 2

## August DIB Praxis article clarification

There has been some confusion stemming from the August DIB article "TCOs: You have Praxis questions; we have answers!" We apologize for this and hope to clarify the issue now.

On page three of the August DIB, under the question "Overseas sites have been areas of concern. Where are the sites located?" it states that a complete list of test center locations is available at [www.ets.org/praxis/register/centers\\_dates](http://www.ets.org/praxis/register/centers_dates). That is not the case. What is actually available at that URL is a list of test centers located only in the United States, U.S. Territories, Puerto Rico and Canada.

Currently, there is no consolidated Praxis computer-delivered international test center list. According to ETS, test takers may access the complete list of available test centers, including international sites, by logging into the registration system and searching by country or postal code. This is accomplished by creating an account through the "Sign In" button on the Praxis home page ([www.ets.org/praxis/](http://www.ets.org/praxis/)).

Once registered, users can select the "Register for a Praxis Test" link on the My Praxis Home page to view the list of countries and locations where testing is available. Users then select: the state for certification; the state's agency; which test to take; and the "Schedule Computer Test(s)" button. Under the "Find Test Centers by Location" heading, selecting the arrow under "Country/Location" opens a drop-down list of countries in which computer-delivered test sites are located. Selecting a country then the "Search" button will bring up a list of test sites in that country.

Again, we are sorry for any inconvenience or confusion this may have caused. To get answers to questions about Praxis, or for additional information, contact [exams@navy.mil](mailto:exams@navy.mil). For information or to find Praxis test site locations in Europe, Africa and the Middle East, email the DANTES European Advisor at [usarmy.badenwur.usareur.mbx.dantes-euro@mail.mil](mailto:usarmy.badenwur.usareur.mbx.dantes-euro@mail.mil).

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# EXAMINATIONS NEWS

## Consolidated reimbursements form

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Treasury check sent to the mailing address provided in Section I of the form.

Funds are deposited approximately six weeks after DANTES receives the form. This action is not reflected on the member's LES.

Members should always verify receipt with a bank representative prior to contacting DANTES.

For more information, direct questions to [exams@navy.mil](mailto:exams@navy.mil).

### Score reports

- » GMAT ([www.mba.com](http://www.mba.com)): available online approximately 20 calendar days after testing
- » GRE Revised General ([www.ets.org](http://www.ets.org)): available online 10-15 days after testing
- » GRE Subject ([www.ets.org](http://www.ets.org)): available online approximately six weeks after testing
- » Praxis ([www.ets.org](http://www.ets.org)): available online 2-3 weeks after testing

Separate forms must be submitted for each individual program.  
Use drop-down to select applicable program.

### DANTES EXAMS REIMBURSEMENT REQUEST FORM

DANTES 1560/50 (Oct-14)

Reimbursement is not authorized without a copy of the "OFFICIAL" Score Report

**SELECT ONLY ONE PROGRAM**

Complete form electronically.

SECTION I: Applicant Information	
1. Name (Last, First, M.I.):	
2. Mailing address (U.S. P.O. Box not acceptable/must be valid for 90 days): (city) (state) (zip code)	
3. Commercial home phone:	
4. Rank:	5. SSN:
6. DOB (MM/DD/YY):	7. Command:
8. If Active Duty (choose one):	
9. If National Guard/Reserve (choose one):	
SECTION II: Examination Information	
1. Date administered (MM/DD/YY):	
2. Taken at: City:	State/County:
3. Test fee (one administration only): \$ Note: Expenses such as rescheduling, cancellation, late arrival, or forfeiture fees, credit card interest, or travel expenses are not reimbursable.	
4. The completed reimbursement package must include a legible copy of the "OFFICIAL" Score Report and receipt for test fee payment.	
SECTION III: Examinee Certification	
Examinee (electronically sign using CAC ID certificate)	
• I agree to seek reimbursement within 90 days of the test date.	
• I certify my current Geneva Conventions "Uniformed Services" CAC Identification Card will not expire before I take the exam.	
Signature:	
Date (MM/DD/YY):	
Commercial duty phone:	
Email:	

Sign form electronically.

### SECTION IV: Reimbursement Process

1. Regardless of form of payment used, reimbursement of the test fee will be distributed into your military pay bank account.  
\*Coast Guard members will receive reimbursement via a U.S. Treasury check sent to the mailing address provided in Section I.

2. Submit completed form and attachments listed in SECTION II, to:

DANTES  
ATTN: Code 20C3  
6490 Saufley Field Road  
Pensacola, FL 32509-5243

### Funding Information

DANTES reimburses eligible Service members the test administration fee for the following exams when meeting a Service or education requirement:

- GRE revised General: [1] per lifetime
- GRE Subject: [1] per lifetime
- GMAT: [1] per lifetime
- Praxis Series:
  - o Praxis I (complete or partial battery): [1] per lifetime
  - o Praxis II: Test Structure & Content (or)
  - o Principles of Learning & Teaching (PLT): [1] per lifetime

Restests of the GRE revised General, GRE Subject, GMAT and Praxis Series exams are not funded or reimbursed by DANTES. Registration, application, cancellation and all other fees are not funded or reimbursed by DANTES.

### Reimbursement Instructions

Submit SEPARATE FORMS for each program with official score report(s) to the address in SECTION IV, within 90 days of the test date.

- Official GRE revised General Score Report is available online approximately 10-15 days after testing, 6 weeks for GRE Subject. Visit [www.ets.org](http://www.ets.org)
  - Official GMAT Score Report is available online approximately 20 calendar days after testing. Visit [www.mba.com](http://www.mba.com)
  - Official Praxis Score Report is available online approximately 2-3 weeks after testing. Visit [www.ets.org](http://www.ets.org)
- Expect reimbursement to your military pay bank account approximately 6 weeks AFTER receipt by DANTES.
- Reimbursement action will not be reflected on your L.E.S.
  - Verify receipt with a bank representative prior to contacting DANTES.
  - Coast Guard members will receive reimbursement via a U.S. Treasury check sent to the mailing address provided in Section I.

Mail completed/  
signed form to  
DANTES, along with  
a legible copy of  
Official Score Report  
and receipt for test  
fee payment.

- PURPOSE: To authorize reimbursement of the GRE General, GRE Subject, GMAT and Praxis exams administered at National Test Centers.
- ROUTINE USE: Use of the Social Security Number is necessary to make positive identification of an individual's record.
- MANDATORY OR VOLUNTARY DISCLOSURE AND RESULT OF FAILURE TO PROVIDE INFORMATION: Disclosure of all information, including Social Security Number is voluntary. Failure to provide all information listed on the form will complicate, delay, or possibly prevent the administrative action necessary for reimbursement.

DANTES 1560/50 (Oct-14)  
Available at: [www.dantes.doded.mil](http://www.dantes.doded.mil)

The new DANTES Reimbursement Request Form is found at  
[www.dantes.doded.mil/content/exams\\_reimbursement\\_form.pdf](http://www.dantes.doded.mil/content/exams_reimbursement_form.pdf).

## Virtual VolEd training?

### Help us make it so!

To identify potential training topics and delivery preferences for virtual training, a needs assessment survey is now underway. In order to tailor training sessions and to make virtual events successful, DANTES needs feedback from YOU, VolEd professionals. Access the survey at [www.surveymonkey.com/s/VirtualVolEdSurvey](http://www.surveymonkey.com/s/VirtualVolEdSurvey) and tell us what you want to see in a virtual event. Don't delay!

Historically, DANTES provided training and professional development opportunities to military voluntary education professionals through onsite face-to-face workshops covering DANTES programs and services. Today, due to the need to provide consistent training to personnel worldwide and stay current technologically, not to mention overcoming reduced budgets and increased travel restrictions, DANTES has transitioned to the online Test Control Officer Course. Looking to the future, in an effort to re-establish ongoing professional development activities for voluntary education professionals and to commemorate their 40th Anniversary, DANTES will be implementing a Voluntary Education Virtual Training and Professional Development Series (VolEd Virtual).

The purpose of this VolEd Virtual series is to integrate concepts of education program effectiveness and efficiency into the daily routines and practices of professional VolEd staff within the military education community. Participants will engage in virtual learning activities that impact the identified business needs of improving education service outreach and delivery while controlling costs. Participants will also have the opportunity to be involved in both Service-specific and cross-Service development and networking activities with other VolEd professionals and strategic partners.



## DANTES PERSONNEL NEWS

DAN TES is pleased to announce the selection of the next Senior Enlisted Advisor: Air Force Chief Master Sergeant Adalberto Velez. The current Senior Enlisted Advisor, Navy HMCM (FMF/SW) David Acuff, retires at the end of 2014. While he leaves some big shoes to fill, Chief Velez is ready and willing, and is already onboard to start his turnover.



He served as the Chief of Air Force Enlisted Training Policy and the Air Force Education and Training Career Field Manager; led Air Force strategic vision/planning/policy for Total Force Enlisted Initial and Advanced Skills Training; guided Education, 7-level, Mission Readiness, and Force Development Training; and was Air Staff's liaison to DoD, Joint Staff, ANG/AFRES, and sister-Services for all enlisted training policy and issues.

Velez grew up in Bronx, N.Y., and entered the Air Force in August 1989. He completed his technical training as a Passenger and Household Goods Specialist at Sheppard AFB, Texas. In July 1997, Velez retrained and completed his technical training as an Education and Training Career Field Apprentice. His background includes leadership positions at squadron level, Air Force Personnel Center, Air Combat Command Major Command Functional Manager and Personnel Division Chief Enlisted Manager. He has been stationed at locations in Texas, South Korea, California, and Virginia.

Velez holds an associate degree in education and administrative management, a bachelor's degree in occupational education in business administration, and a master's degree in business administration in healthcare management and finance.

Welcome aboard, Chief Velez. Get settled in quickly... there's work to be done!



To receive email notification when the DIB is posted to the website, send an email to [pubs@navy.mil](mailto:pubs@navy.mil).

Click [HERE](#) to view archived DIBs.

## REFERENCE PUBLICATIONS NEWS

### Online academic skills training: two programs, one registration!

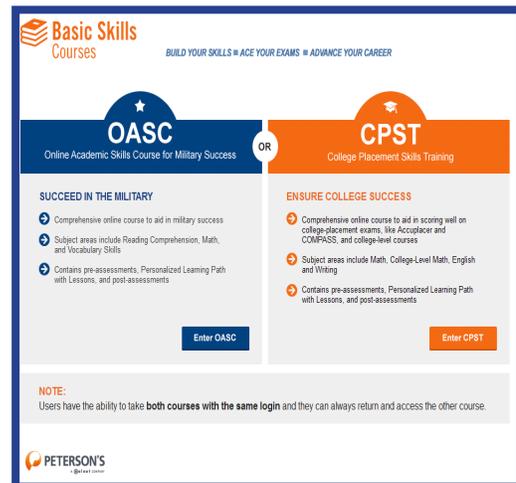
#### College Placement Skills Training (CPST) and Online Academic Skills Course (OASC)

It is that time again – time to prepare for the start, or continuation, of COLLEGE! Service members, DoD civilians, and family members have access to two great online programs: OASC and CPST. These programs not only help build academic skills, but also help prepare for exams such as CLEP, DSST, ACT, SAT, GRE, GMAT, and other college entrance examinations. And nothing could be easier to get started: one registration is all it takes to access both programs. Register at [www.nelnetsolutions.com/dantes/](http://www.nelnetsolutions.com/dantes/).

OASC and CPST are designed for those who want to build their reading comprehension, vocabulary, and math skills to pass their exams, excel in their jobs, advance their careers, or continue their education. Both programs are self-paced and online, accessible 24/7 from the Fleet, Field, Air, or even from the comfort of home! All that is needed is an Internet connection and the desire to get started. For personnel with a computer but no Internet connection, local Military Education Centers should have a CD to download the OASC program to their computer. The completed data can be uploaded to the OASC website at a later date.

OASC prepares for military advancement testing by improving basic vocabulary and math skills. CPST online courses are designed for college level preparation. However, members can take both courses to refresh all of their basic math and English skills. Best of all, these programs are yet another no-cost benefit for military members and their family members.

The courses are self-paced and customized according to answers on the pre-assessment. Participants may choose an abbreviated review with shortened lessons



or add to their customized path of lessons. Lessons are supported by interactive exercises such as drag and drop matching, video game style multiple choice and dynamic flash cards. Quizzes and practice problem sets also help students gauge how well they are mastering the material. CPST and OASC not only offer skills-building lessons, quizzes and tests, but also provide helpful articles covering such topics as “How to Beat Test Stress” and “Last-Minute Study Tips”. Furthermore, these programs offer detailed tips and strategies for doing well on college entry exams.

OASC/CPST administrators have new Computer-based training available at [www.nelnetsolutions.com/admincbt/](http://www.nelnetsolutions.com/admincbt/). The training is designed to guide administrators to the key features of both the student side and administrator’s side of the OASC and the CPST course.

### Other VoEd news & blogs...

Lessons from the battlefield brought to forefront with Troops To Teachers program

[www.unionleader.com/article/20140921/NEWS04/140929893](http://www.unionleader.com/article/20140921/NEWS04/140929893)

Accelerated learning programs offer alternative education and training opportunity for Vets

[www.blogs.va.gov/VAntage/15358/accelerated-learning-programs-offer-alternative-education-and-training-opportunity-for-veterans/#more-15358](http://www.blogs.va.gov/VAntage/15358/accelerated-learning-programs-offer-alternative-education-and-training-opportunity-for-veterans/#more-15358)

A New Solar Energy Job-Training Pilot Program for Veterans

[www.whitehouse.gov/blog/2014/09/18/new-solar-energy-job-training-pilot-program-veterans](http://www.whitehouse.gov/blog/2014/09/18/new-solar-energy-job-training-pilot-program-veterans)

Army Reserve delivers solutions to the STEM problem

[www.dvidshub.net/news/140680/army-reserve-delivers-solutions-stem-problem](http://www.dvidshub.net/news/140680/army-reserve-delivers-solutions-stem-problem)

Air Force opens doors for Airman to pursue goals

[www.dvidshub.net/news/142541/air-force-opens-doors-airman-pursue-goals](http://www.dvidshub.net/news/142541/air-force-opens-doors-airman-pursue-goals)

# TROOPS TO TEACHERS NEWS

## Joe Rhoten teaches from first-hand experience

By Shelby Satterfield, Troops to Teachers Oklahoma Director

In October 1994, Maj. Harley Joseph Rhoten retired after serving 22 years in the U.S. Marine Corps. By October 1995, civilian Harley Joseph Rhoten was registered with the Troops to Teachers (TTT) Program and had begun teaching high school geography and Oklahoma history. Rhoten graduated from East Central State College in Edmond, Okla., with a degree in education, almost by accident. As he says, "I went to the Oklahoma Department of Education and entered the wrong office, but fate had it and I was immediately registered for Troops to Teachers." Rhoten has been with Crooked Oak ever since.

Crooked Oak School District, located in Oklahoma City, was founded in 1893 and includes three schools that serve 1,092 students. Rhoten has watched his school evolve from a one room school house to a multi-building campus with elementary, junior high and senior high schools on the premises. He has also seen the incorporation of life-skills programs, such as a Credit Union at the high school that employs students to teach them finance and business. In addition to being a teacher in the high school, he has been the assistant high school football coach for the past 17 years.

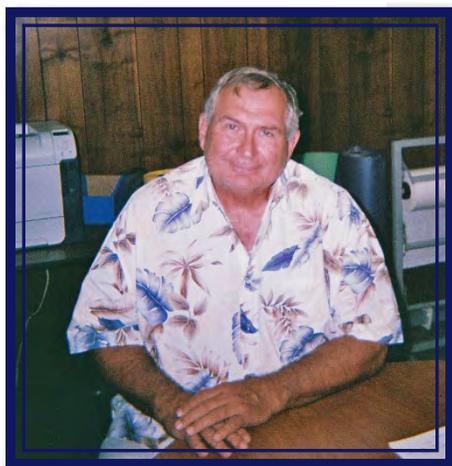
Rhoten is very appreciative of what TTT has done for him and his school district. The same year he was hired to teach, there were five new TTT participants starting at Crooked Oak High School. These new teachers brought the discipline, experience, and knowledge gained during military Service to the classroom, where they not only taught their lesson plans but acted as mentors and role models to their students. In fact, Rhoten has seen many of his students over the years become professional athletes, school teachers, principals, superintendents, and lawyers.

Rhoten loves teaching and has not missed a day of school in 20 years. That kind of dedication epitomizes the Marine Corps motto, Semper Fidelis, Latin for "always faithful." That motto distinguishes the Marine Corps from any other Service. It goes beyond teamwork, and guides Marines to remain faithful to the mission at hand, to each other, to the Corps and to country, no matter what. In addition to Semper Fidelis, Marine Corps officers also embrace the phrase Ductos Exemplo, "to lead by example," the motto of Officer Candidates School (OCS). Rhoten is a shining example of both mottos: faithful, dedicated, a leader and a mentor.

Troops to Teachers, Crooked Oak School District, and the hundreds of successful students that have passed through his classroom can be glad of that day all those years ago that Joe Rhoten "entered the wrong office."



**Joe Rhoten, Social Studies teacher at Crooked Oak High School in Oklahoma City**



**Joe Rhoten sits in the Crooked Oak computer lab preparing his next lesson.**



For general information on the TTT program:

- » Web sites:
  - [www.dantes.doded.mil/service-members/troops-to-teachers/index.html](http://www.dantes.doded.mil/service-members/troops-to-teachers/index.html)
  - [www.proudtoserveagain.com/](http://www.proudtoserveagain.com/)
- » email: [ttt@navy.mil](mailto:ttt@navy.mil)
- » Toll free: (800) 231-6242
- » DSN: 459-1320
- » Fax: (850) 452-1096

# FROM THE DESK OF THE SENIOR ENLISTED ADVISOR



HMCM (FMF/SW) David Acuff  
Senior Enlisted Advisor



When was the last time you dusted off your old military transcript? Are you aware that your military transcript location has changed? Were you ever told that military training and experience may count for college credit; that there were American Council on Education (ACE) recommended credits awarded for military service schools and occupational specialties? Have you taken courses from different colleges throughout your career? Or, did you take college courses prior to entering the military? Did you pass any College Level Examination Program (CLEP) or DSSTs exams? Are you asking yourself, “How do I keep track of it all?”

Fortunately, with the implementation of the Joint Services Transcript (JST) military transcript system last year, there is now a central collection point for the educational accomplishments of Navy, Marine Corps, Army and Coast Guard Service members. NOTE: the Air Force will continue to make its records available through the Community College of the Air Force (CCAF) and the Air Force Virtual Education Center.

Before the JST, Services had independent transcript and education repositories of ACE college credit recommendations for their members. Remember the Army ACE Registry Transcript Service (AARTS), the Sailor Marine ACE Registry Transcript (SMART), and the US Coast Guard Transcript? As a result of these separate methods, transcripts and record keeping were not standardized in a manner to help college and higher learning institutions easily award the maximum ACE-recommended credits for formal Service schools and military occupational specialties. This is important because maximizing credits for military training and experience can provide Service members with advanced standing in their degree programs at participating colleges.

The JST is designed to be a convenient, computer-generated document that tracks your military training and coursework. Like AARTS

and SMART before it, the JST lists personal student data, courses and occupations evaluated by ACE, to include descriptions, learning outcomes and equivalent college credit recommendations, as well as national college-level exam results. Plus, the JST is endorsed by ACE and will be monitored for quality assurance.

Many colleges and universities review Service transcripts for potential transfer of credit. The JST makes that process easier and more efficient to match your military training and experience to your degree plan. However, not all schools accept military transcripts for the award of college credit. It is vitally important that you know as much as possible about the policies for awarding extra-institutional credit at the school you are considering. How recommended credit can be applied to your program of study and the total number of semester hours acceptable may have an effect on your enrollment decision.

Also, it is important to know if your potential school is a Servicemembers Opportunity Colleges (SOC) institution and just how much potential credit they will accept to meet degree requirements. You can find this information at [www.soc.aascu.org/](http://www.soc.aascu.org/). SOC is funded by the individual Services through DANTES.

Since the decision to award credit for any military training and coursework rests entirely with the receiving institution, it may be wise to research more than one school to maximize college credit potential for your military experiences. Take advantage of the free counseling support offered at your base education office or virtual education center. Or check out the DANTES website [www.dantes.doded.mil/index.html](http://www.dantes.doded.mil/index.html).

The JST is available free online, for personal use or you can request that it be officially sent to accredited colleges and universities. Do you want more information concerning the JST? Visit the JST website at <https://jst.doded.mil>.

Until next time, keep up with DANTES on Facebook at [www.facebook.com/DANTES.DoD](http://www.facebook.com/DANTES.DoD). If you have any questions, you can contact me at [ea@navy.mil](mailto:ea@navy.mil).



## Meet the ACE Military Programs team



**Michele Spires**  
Director, Military Programs

Michele Spires has close to 20 years of extensive experience in both military and adult education, including curriculum, course design, development, and execution, incorporating facets of distance learning and “virtual” program service structures. She excels in strategic development, project planning and implementation, outreach initiatives, and policy creation.

Spires is an active leadership voice in the evaluation of postsecondary learning acquired through formal military/corporate training and military occupational experiences. This includes leading academic teams for site evaluation visits and evaluator recruitment and training. She is a frequent speaker at national, state, and local conferences, addressing topics that range from the evaluation of educational experiences that occur outside of the traditional classroom, nontraditional academic transcripts, and transfer of academic credit for the mobile student.

She holds a bachelor’s degree in French and a master’s degree in educational leadership. She has also completed post-graduate courses with a focus on adult education and curriculum.

Spires is also the proud spouse of a 22-year Air Force Veteran.



**Evelyn Howard**  
Associate Director, Military Programs

Evelyn Howard joined the ACE team six and a half years ago, after more than 12 years in student services and executive management with Troy University. She also served 22 years in the United States Army.

Howard directs and participates in all aspects of military course and occupation reviews, including: recruiting, selecting, and providing training for faculty evaluators and field coordinators; supervising the evaluation process; evaluating the work of outside field coordinators; and reviewing results of evaluations. She conducts quarterly QA checks on transcripts and facilitates advisory committees and working groups. She also works with schools and students to clarify and interpret the military transcripts.

Howard holds associate, bachelor’s of applied science in resources management, and master’s of public administration degrees.



**Susan Manthey**  
Associate Director,  
Military Programs

Susan Manthey has worked in higher education for the last 12 years, helping Service members pursue graduate and undergraduate studies, in the form of academic advising, curriculum analysis, enrollment processing, and many other issues relating to student services.

Prior to joining ACE, Manthey was the Director of Student Services for Troy University’s Atlantic region, which stretches from North Carolina to Maine. She was responsible for faculty and staff training on University policies and served on various committees promoting higher education.

Manthey holds a Bachelor of Arts in political science.



**Dawn Light**  
Associate Director, Military Programs

Dawn Light has devoted her career to providing education opportunities to Service members. She has 15 years of extensive experience in higher education program administration, academic advising, curriculum analysis, and transfer of credit issues.

Prior to joining ACE, Light acted as a Project Director for the Servicemembers Opportunity Colleges Degree Network System. She was responsible for managing the integration and articulation of degrees for approximately 160 colleges across the Army, Navy, Marine Corps, and Coast Guard. She also served as a Navy College academic counselor and assistant center director for Embry-Riddle Aeronautical University in Sigonella, Sicily.

Light holds bachelor’s degrees in Spanish and psychology and a master’s degree in adult and higher education.

## ACE Military Programs team (con't)



**Lisa Turner-Hernandez**  
Senior Program Manager  
Military Programs

Lisa Turner-Hernandez joined ACE just last month. Her previous position was a Senior Military Advisor at Ottawa University in Overland Park, Kan., coordinating military and veteran services.

Her responsibilities included educational outreach, enrollment, internal training for faculty and staff to enhance the military student experience, and referral services for military, Veteran, and dependent students regarding benefits, services, and military transcripts.

Turner-Hernandez also served as a Military Certified Advisor and Team Lead for the University of Phoenix, was recognized as a top enrollment advisor among all Kansas City advisors and held a record for 100 percent student retention.

She holds a bachelor's degree in communication studies and Master of Business Administration .

Elizabeth Doherty has been with ACE for eight years and has worked as an Associate Director for Military Programs and a Program Manager for the Military Installation Voluntary Education Review (MIVER) program. In her current role, she is focused on managing and enhancing the database that feeds the Military Guide, producing specialized reports from the database and maintaining the Military Programs section of the ACE website.

Prior to joining ACE, she accumulated more than 20 years of experience working in associations, private business and government. She served as Director of Communications for the Direct Selling Association , Director of the Philanthropic Advisory Service of the Council of Better Business Bureaus, and worked for the U.S. Office of Consumer Affairs as Assistant Director for Business Liaison.

Doherty holds a bachelor's degree in French and a certificate in association management.



**Jenifer Kautzman**  
Senior Program Manager  
Military Programs

Jenifer Kautzman has worked in higher education for the last 12 years. Her experience has been focused on student financial aid, academic advising, program administration, and many other issues relating to student services.

Prior to joining ACE, Kautzman was the Assistant Registrar – Veteran Student Services at Missouri State University. She was responsible for faculty and staff training on University and Department of Veterans Affairs policies related to military students; hiring and supervising staff; forming policies and procedures; developing and implementing student support services for all military and Veteran students at the University; and working closely with military students/dependents.

Kautzman holds a bachelor's degree in communication and a master's degree in student affairs.



**Jamie Flowers**  
Program Coordinator  
Military Programs

Jamie Flowers assists specifically with logistics for military evaluation reviews, identifies potential discrepancies with all parts of the military transcript, submits reports, tracks and processes budget expenditures, upholds contract compliance, and provides general day-to-day office administration. She is passionate to be part of a team helping the men and women in the military achieve their educational goals.

Flowers attended college at the University of the District of Columbia, majoring in public health with a minor in physical education. Currently, she is studying for her Project Management Professional (PMP). She also has a passion for athletics — she is the Assistant Athletic Director at Cardozo Education Campus in Washington, D.C., and is co-owner of the referee company “Flag It! Sports Officials.”



**Elizabeth Doherty**  
Data Quality  
Control Specialist,  
Military Programs

## DANTES Social Media

Join us for up-to-date information, conversations, or just let us know how your education journey is going!

**DANTES Twitter** [https://twitter.com/DoD\\_DANTES](https://twitter.com/DoD_DANTES)

**DANTES Pulse blog** <http://dantespulse.dodlive.mil>

**DANTES Facebook** <https://www.facebook.com/DANTES.DoD>

**DANTES Youtube** <http://www.youtube.com/channel/UCAD8yGhGBeDAIPMW7Eu-sA>

# TESTING CALENDAR

[http://www.dantes.doded.mil/\\_content/Exams\\_Calendar.pdf](http://www.dantes.doded.mil/_content/Exams_Calendar.pdf)

**DANTES**  
**6490 SAUFLEY FIELD ROAD**  
**PENSACOLA, FL 32509-5243**  
<http://www.dantes.doded.mil>

The DANTES Information Bulletin is published online monthly to inform education personnel about DANTES programs.

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Carol A. Berry, Ed.D., Director  
 Nancy L. Hamilton, Editor  
*[pubs@navy.mil](mailto:pubs@navy.mil)*

DANTES telephone numbers are: DSN 459-1111 (plus extension); CML (850) 452-1111 (plus extension)			
Office	Ext.	Fax	E-mail
Director's Office	3150	1159	<a href="mailto:dantes@navy.mil">dantes@navy.mil</a>
Enlisted Advisor	3153	1159	<a href="mailto:ea@navy.mil">ea@navy.mil</a>
Reserve Advisor			Vacant
DANTES Publications / DIB	3120	1162	<a href="mailto:pubs@navy.mil">pubs@navy.mil</a>
Website	3120	1162	<a href="mailto:dantes_webmaster@navy.mil">dantes_webmaster@navy.mil</a>
Outreach	3120	1162	<a href="mailto:dantes_outreach@navy.mil">dantes_outreach@navy.mil</a>
European Advisor	011-49-6302-67-5814 DSN: (314) 496-5814		<a href="mailto:usarmy.badenwur.usareur.mbx.dantes-euro@mail.mil">usarmy.badenwur.usareur.mbx.dantes-euro@mail.mil</a>
<b>Troops to Teachers</b>	<b>3141</b>	<b>1096</b>	<a href="mailto:ttt@navy.mil">ttt@navy.mil</a>
<b>Education Support</b>	<b>3133</b>	<b>1162</b>	
Distribution Center	452-1082	1140	<a href="mailto:dist@navy.mil">dist@navy.mil</a>
Reference Resources	3131	1588	<a href="mailto:refpubs@navy.mil">refpubs@navy.mil</a>
<b>Education Programs</b>	<b>3122</b>	<b>1161</b>	
Counseling	3132	1161	<a href="mailto:counseling@navy.mil">counseling@navy.mil</a>
Distance Learning	3129	1161	<a href="mailto:DantesDL@navy.mil">DantesDL@navy.mil</a>
DoD MOU	3175	1161	<a href="mailto:voledconcerns@navy.mil">voledconcerns@navy.mil</a>
Examinations	3122	1160	<a href="mailto:exams@navy.mil">exams@navy.mil</a>
Military Evaluations	3213	1005	<a href="mailto:DANTES_ace@navy.mil">DANTES_ace@navy.mil</a>
SOC	3121	1161	<a href="mailto:DANTES_SOC@navy.mil">DANTES_SOC@navy.mil</a>
Third-Party Review	3121	1161	<a href="mailto:DANTES_thirdparty@navy.mil">DANTES_thirdparty@navy.mil</a>
Training	3181	1161	<a href="mailto:dantestraining@navy.mil">dantestraining@navy.mil</a>