

Education and Incentives Operations Message 08-04

Date: 6 November 2007

TO: All ARNG Education and Incentives Personnel of All States, Puerto Rico, The Virgin Islands, Guam and the District of Columbia and other support agencies

SUBJECT: Registration for Upcoming State GI Bill Managers Course

1. The National Guard Bureau will conduct a State GI Bill Managers Course 21 - 25 January 2008 at the Professional Education Center, Lafayette Hall, room 104, Camp Robinson, North Little Rock, Arkansas. Travel days are 20 and 25 January (see course schedule prior to scheduling return flights). Registration for the course will begin on 6 November 2007.

Please review the following course information:

What: State GI Bill Managers Course
POC: Mr. Jerry Devore 501-212-4947

This course is designed for new state GI Bill managers. It provides in-depth training created to develop the knowledge, administrative skills and managerial abilities to effectively and efficiently manage the State GI Bill office. This course will cover eligibility criteria, benefits, and processing procedures for all GI Bill Programs.

Registration for this course closes on 14 January 2008.

Students should have access to the following web programs: information Management and Reporting Center (iMARC), Defense Manpower Data Center (DMDC), and Personnel Electronic Records Management System (PERMS).

2. The GI Bill Managers Course can be found on the PEC web page at: http://www.pec.ngb.army.mil/events2/events_list/event_info/?en=8076. Register for the courses on line at: <https://events.pec.ngb.army.mil>. Meals are NOT provided.

3. First priority for attendees is the new State GI Bill Managers that have not been to GI Bill Managers training course. Second priority is State GI Bill Managers that have received training in the past. Classroom size limits attendees to 20.

4. Due to unavailability of billets at PEC 21 - 25 January 2008 individuals attending the course will be lodged off site. PEC will provide a shuttle from the local hotel to PEC and return each day. Course attendees must make their own reservations for lodging at the hotel. Costs associated with hotel lodging are to be paid out of state funds. Off site lodging will be at: La Quinta Inn & Suites Little Rock Downtown, 617 Broadway St, Little Rock, AR, 501-374-9000. The room block is under the GI Bill Manager's Course title.

5. The PEC shuttle bus runs from the Little Rock National Airport to PEC lodging during business hours. The shuttle bus schedule is posted on the PEC website.

6. Uniforms for the training will be ACU for military attendees and business casual for civilians.

7. During the training please use (501) 212-4700 or DSN at 962-4700 for emergency contact or messages.

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COL, MS

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