

# MOAA's Comparison of Spouse Relicensure Reimbursement Programs (Page 1)

	Army	Marine Corps	Air Force	Navy	Coast Guard
<b>General Applicability</b>	Spouse of any Regular Army, Army National Guard, and Army Reserve soldiers reassigned from a duty station in one state to another.	Any active duty or active reserve Marine Corps spouse who is accompanying their Marine on reassignment to a new state.	Spouse of any Regular Air Force, Air Force Reserve, or Air National Guard Airmen on Title 10 Orders.	Spouse of any Navy member reassigned to a new duty station as a PCS or change in permanent duty station (PDS)	Spouse of any Regular Coast Guard member or Coast Guard Reserve member if conditions of eligibility are met.
<b>Date/Amount</b>	Benefit for all services is up to \$500 per PCS, retroactive to Dec. 12, 2017.				
<b>Eligibility Requirements</b>	<ul style="list-style-type: none"> <li>• PCS/PCA orders reassigned soldier on or after Dec. 12, 2017, from a duty station in one state to a duty station in another state.</li> <li>• Dependent-spouse's move is authorized at the expense of the government as part of reassignment.</li> <li>• License must be the same occupation from one duty station to the next.</li> </ul>	<ul style="list-style-type: none"> <li>• PCS orders must be issued on or after Dec. 12, 2017, through Dec. 31, 2022, and must reassign the Marine from one state to a new duty station in another state.</li> <li>• Movement of the Marine's spouse must be authorized.</li> <li>• Does not apply to costs associated with initial assignment orders, with separation or retirement, or with unsuccessful attempts to transfer license or certification.</li> <li>• License or certification must be for the same occupation from one duty station to the next duty station.</li> </ul>	<ul style="list-style-type: none"> <li>• PCS orders must be authenticated on or after Dec. 12, 2017, authorizing move at government's expense from a duty station in one state to a station in another (cannot be from overseas, and move must be to member's duty station).</li> <li>• Does not apply to moves upon accession, retirement, or separation from Air Force.</li> <li>• License must be the same occupation from one duty station to the next.</li> </ul>	<ul style="list-style-type: none"> <li>• PCS/PDS orders must be issued on or after Dec. 12, 2017, authorizing the PCS movement of the member's dependent spouse.</li> <li>• Dependent-spouse must have been employed in profession requiring same license or certification in state of previous duty station.</li> <li>• Relicensure/certification is required in state of new duty station.</li> <li>• If returning from an overseas assignment, a spouse is eligible for reimbursement if the assignment prior to moving overseas was in a different state than the new duty station.</li> </ul>	<ul style="list-style-type: none"> <li>• PCS orders must be authorized on or after Dec. 12, 2017.</li> <li>• The spouse's movement must be authorized at government's expense.</li> <li>• The member must be PCSing from one state to another state.</li> <li>• The spouse must have incurred fees in the new duty state related to securing a license or certification for the same profession the spouse was engaged in at the previous duty station in another state.</li> </ul>

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	<b>Army</b>	<b>Marine Corps</b>	<b>Air Force</b>	<b>Navy</b>	<b>Coast Guard</b>
<b>Required Documents</b>	<ol style="list-style-type: none"> <li>1. SF 1034, <i>Public Voucher For Purchases And Services Other Than Personal</i>.</li> <li>2. Copy of current and previous PCS orders.</li> <li>3. Copy of spouse's previous state license/certification (from previous duty station) <i>OR</i> if previous PDS honored license via reciprocity, a verification of the reciprocity for license from previous PDS.</li> <li>4. Copy of new state license/ certification.</li> <li>5. Proof of fees paid for relicensing.</li> <li>6. Copy of marriage certificate</li> </ol> <p><b>Submit to:</b> Commander appointed certifying officer; S-1 will forward certified SF 1034 to Local Servicing Finance Office</p>	<ol style="list-style-type: none"> <li>1. Copy of applicable PCS orders.</li> <li>2. Copy of previous certification/ license.</li> <li>3. Copy of new recertification/ relicensure.</li> <li>4. Receipt showing recertification/ relicensing fees.</li> </ol> <p><b>Submit to:</b> local Personnel Administration Office/Center</p>	<ol style="list-style-type: none"> <li>1. Copy of applicable PCS/PCA orders.</li> <li>2. Copy of spouse's original state occupational license.</li> <li>3. Paid receipts for items required to obtain relicensing from new state (exam/registration fees, etc.)</li> </ol> <p><b>Submit to:</b> Servicing Finance Office</p>	<ol style="list-style-type: none"> <li>1. <a href="#">SF Form 1164</a>, submitted via encrypted email to MyNavy Career Center</li> <li>2. Copy of <a href="#">DD Form 1351-2</a>, the member's PCS travel settlement voucher</li> <li>3. Receipts of relicensure/ certification costs incurred</li> <li>4. Proof of old and new license/certification</li> </ol>	<ol style="list-style-type: none"> <li>1. Copy of the applicable PCS orders.</li> <li>2. Copy of spouse's new state occupational license.</li> <li>3. Copy of receipts paid for items required for re-licensure/ certification.</li> <li>4. Claim for Members Expenditures on Official Business – <a href="#">Optional Form 1164</a>.</li> </ol>
<b>Deadlines and more details</b>	Reimbursement will be made by Electronic Funds Transfer to Soldier's direct deposit within 10 business days.	<ul style="list-style-type: none"> <li>• PCS orders from December 2017 to May 2019: Deadline May 2021.</li> <li>• PCS orders issued after May 2019: Submit no later than 24 months after issue.</li> </ul>	Relicensing costs must be incurred and paid after PCS orders are authenticated, and within 24 months of authentication.	None.	PCS orders from December 2017 to Dec. 31, 2022, unless the program is extended under law.