

# SAT & ACT: OFF-BASE

(DANTES Exam Reimbursement Program) Rev 4/18

SAT/ACT and DANTES policies limit CONUS administration of these reimbursable exams to **off-base** civilian **National Testing Centers** (NTC). DANTES reimbursement is restricted to active duty/reserve military personnel only. Off-base NTCs post their own exam availability dates/times **online**. Reimbursable SAT/ACT exams are not administered on base!

**NOTICE:** Active AD/RES military may take 1x FREE an SAT (w/Essay) and an ACT (w/o Essay) at “officially” designated on-base DANTES military testing sites. See separate SAT/ACT flier for tests administered at the on-base John A. Lejeune Education Center, Camp Lejeune.

## SAT:

**SAT (w/Essay Optional)** - Active duty/reserve military personnel may qualify for 2 reimbursements (per lifetime) for an SAT (w/Essay optional). Students make their own online testing arrangements for off-base civilian NTCs. Students responsible for paying all applicable fees upfront. Students must possess a current military, “CAC - Geneva Conventions Uniformed Services Identification Card,” at time exam is administered. After test completion, students must follow all instructions posted on the DANTES website and complete online reimbursement form(s). Students are required to provide **“Official – Score Report”** and **“Exam Payment Receipt”** to DANTES. (See FAQ on back for details).

Test Prep Sites: [www.eKnowledge.com/Lejeune](http://www.eKnowledge.com/Lejeune)  
<https://collegereadiness.collegeboard.org/sat>  
<https://www.learningexpresshubs.com>  
<https://www.mccslejeune-newriver.com/libraries>  
<https://navy.libraryreserve.com>  
<https://mwrdigitallibrary.navy.mil>  
[www.dantes.doded.mil](http://www.dantes.doded.mil)

**Online registration required for all civilian off-base National Testing Centers.**

## ACT:

**ACT (w/o Essay)** - Active duty/reserve military personnel may qualify for 2 reimbursements (per lifetime) for an ACT (w/o Essay). Essays not eligible for reimbursement. Students make their own testing arrangements by registering online at nearest off-base civilian NTC. Students responsible for paying all applicable fees upfront. Students must possess a current military, “CAC - Geneva Conventions Uniformed Services Identification Card,” at time exam is administered. After test completion, students must follow all instructions posted on the DANTES website and complete online reimbursement form(s). Students are required to provide **“Official – Score Report(s)”** and **“Exam Payment Receipt(s)”** to DANTES. (See FAQ on back).

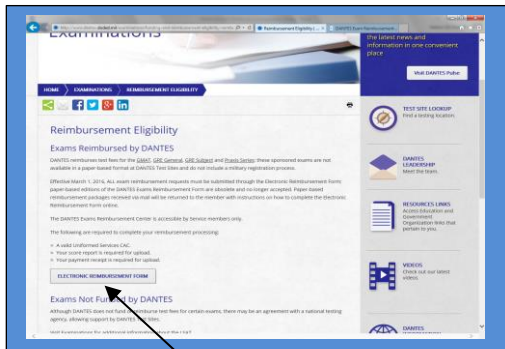
Test Prep Sites: [www.eKnowledge.com/Lejeune](http://www.eKnowledge.com/Lejeune)  
[www.actstudent.org](http://www.actstudent.org)  
<https://www.learningexpresshubs.com>  
<https://www.mccslejeune-newriver.com/libraries>  
<https://navy.libraryreserve.com>  
<https://mwrdigitallibrary.navy.mil>  
[www.dantes.doded.mil](http://www.dantes.doded.mil)

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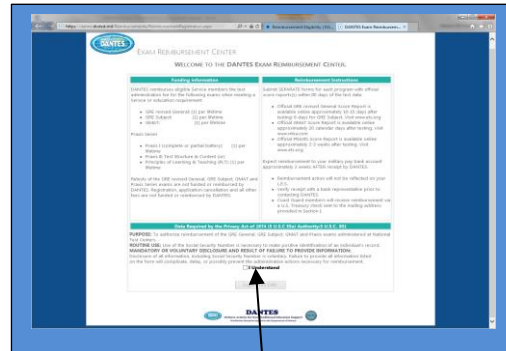
# REIMBURSEMENT - FAQ (Rev 4/18)

1. **How are reimbursements requests submitted?** All requests require CAC card access and must be completed online at:

**<http://www.dantes.doded.mil/examinations/funding-and-reimbursement-eligibility/reimbursement-eligibility.html>**



**“Electronic Reimbursement”**



**“I Understand”**

2. **What are the qualifications for reimbursement?** Active duty/reserve military examine must possess a current **“CAC - Geneva Conventions Uniformed Services Identification Card.”** CAC is required to access and submit request(s) online.

3. **What fees are covered?** Exam fee is reimbursable. All other fees including registration, application, cancellations, rescheduling, products, services, etc., are not funded or reimbursed by DANTES. Two documents required verifying exam completion, **“Official Score Report,”** and **“Exam Payment Receipt,”** which must be uploaded/attached to the electronic reimbursement form and submitted with all request(s). Failure to complete request(s) properly may result in rejection or processing delays.

5. **How long does it take for reimbursement?** Processing takes approximately 3-weeks after request(s) received by DANTES. Reimbursement actions will not be reflected on your LES. Contact your personal banking institution to verify receipt of disbursement action entitled, **“DFAS VENDOR PAY,”** prior to contacting DANTES.

6. **US Coast Guard Personnel** will receive reimbursement via a U.S. Treasury check sent to their residential mailing address approximately 6-weeks after receipt by DANTES.

7. **When and how are score reports available?**

SAT Score Reports - Allow up to 4 - 6 weeks.  
ACT Score Reports - Allow 3 – 8 weeks.

Visit: [www.collegereadiness.collegeboard.org/sat](http://www.collegereadiness.collegeboard.org/sat).  
Visit: [www.act.org](http://www.act.org).

8. **How many reimbursements may be submitted to DANTES?** Active duty/reserve military personnel may qualify for multiple reimbursements in accordance with the following:

SAT (w/Essay optional) - 2x per lifetime AD/RES military personnel at off-base National Testing Centers only.  
ACT (w/o Essay) - 2x per lifetime AD/RES military personnel at off-base National Testing Centers only.

8. **How soon can a retest be taken?** Students are required to follow retesting policies posted on SAT and ACT websites.

9. **Questions or Concerns?** Contact DANTES Exam Program Manager at **850.452.1906/1984** or [exams@navy.mil](mailto:exams@navy.mil) for additional information.