

**WAIVER TO NAVADMIN 161/07 - TA MANAGEMENT CONTROLS**

Waivers to NAVADMIN 161/07 will be processed by the Center for Personal and Professional Development, VOLED Detachment, Pensacola. Waiver approvals/disapprovals are determined on a case-by-case basis and take into consideration an individual's academic goals and individual circumstances. Applicants may submit waiver requests via any one of the following means:

- E-mail to: [ta.waiver.voled@navy.mil](mailto:ta.waiver.voled@navy.mil), or
- FAX to DSN 922-1639 or COMMERCIAL 850-452-1639, or
- Mail to:

COMMANDING OFFICER  
Center for Personal and Professional Development  
VOLED Detachment  
ATTN: TA Waiver Office, N2  
6490 SAUFLEY FIELD ROAD  
PENSACOLA, FL 32509-5204

- VIA: Naval Message to: NETPDTC PENSACOLA FL

The subject line must state exactly what the member requires to be waived, i.e. EAOS requirement, duplicate degree, etc.

Requests will be made via the Sailor's chain of command. While circumstances may differ depending on the type of waiver an individual is requesting, ALL waiver requests should include the following information:

- Name, rank/rate, designator, last four of SSN
- Unit Identification Code (UIC)
- Time in service, planned rotation date (PRD) and retirement date (if applicable)
- Current EAOS/Projected EAOS
- Reenlistment Intentions
- Eligibility for other educational programs: Montgomery GI Bill (MGIB) or Veterans Educational Assistance Program (VEAP)
- Credit hours completed to date and number of hours remaining to complete current degree program
- Previous Degrees / Major / Date Received
- Course number and course title (if applicable)
- Course start and end date (if applicable)
- College/University attending
- Degree plan from the University/College showing course(s) required to complete the member's degree
- Degree completion date
- Letter or email from detailer/community manager indicating second degree is required to enhance promotion opportunities after change in designator for officers (if applicable)
- Point of Contact: Applicant's contact information with DSN and commercial telephone numbers and email address. Command POC with name, rank/rate, DSN and commercial telephone numbers as well as email address
- Commanding Officer's formal endorsement
- Any other documentation that may support the TA Management Control Waiver Request.