



Officer Support Branch
Division of Commissioned Personnel
5600 Fishers Lane, Room 4-20
Rockville, MD 20857-0001

TO: Active-Duty Public Health Service Commissioned Corps Officers
Enrolled in the Montgomery GI Bill

FROM: Officer Support Branch, Division of Commissioned Personnel

SUBJECT: Additional Educational Benefits Under the Montgomery GI Bill (MGIB)

If you are participating in the Montgomery GI Bill, you are eligible to purchase additional MGIB educational benefits. You can increase the amount of your monthly full-time benefit by \$1 for every \$4 that you contribute, up to a maximum contribution amount of \$600. If you contribute the \$600 maximum, you will increase your full-time **monthly** benefit by \$150 per month (\$600 divided by 4 = \$150). If you have not used any of your 36 months of benefits, and make the maximum contribution before using your benefits, you will have increased your total educational benefit entitlement by \$5,400 ($\$150 \times 36 = \$5,400$). If you have already used some of your 36 months, your total maximum benefit will be reduced by the number of months of benefits used. **You may elect to start or stop withholdings at any time while on active duty.**

To purchase additional MGIB benefits, you must complete and submit form **PHS-7039, "Application for Allotment of Pay (for Additional Montgomery G.I. Bill Benefits)"** and **"DD Form 2366-1 "Montgomery GI Bill Act of 1984 (MGIB) Increased Benefit Contribution Program."**

- a. Make a lump sum deposit of \$600 (checks must be made out to the Department of Health and Human Services), or
- b. Request a monthly deduction from your pay. You may request a minimum monthly pay deduction of \$24, or a larger amount that **is a multiple of 4**; i.e., \$28, \$32, \$36; etc., or
- c. Make a lump sum deposit of less than \$600 and request a monthly deduction from your pay for the balance. The monthly deduction must be a multiple of 4.

Note: You can only receive the maximum additional monthly benefit after the full \$600 has been contributed. In addition, if you plan to receive benefits while still on active duty, be advised that your benefits ARE LIMITED TO THE ACTUAL COST OF YOUR TUITION AND FEES.

If you are not planning on using your benefits in the near future, you may prefer to initiate monthly withholdings. If you are currently receiving benefits, or plan to apply for benefits soon, you may wish to make the lump sum deposit. The increase in your monthly benefit should take effect within 60 days of your contribution being processed. The increase in your monthly benefit is **not** retroactive and will only apply to benefits you receive after your additional contributions. If you are currently receiving benefits, and elect a monthly withholding of \$100, in the month following the first withholding your benefit will be increased by \$25, etc.

The completed forms, and check if appropriate, should be submitted to the following address:

Division of Commissioned Personnel/OSB
ATTN: VEA
5600 Fishers Lane, Room 4-20
Rockville, MD 20857-0001

If you have any questions regarding the information in this memorandum you should call the Officer Support Branch at 301-594-3384 (or toll-free at 1-877-INFO DCP, listen to the prompts, select option #1, and dial the last 5 digits of the phone number—43384).