



UNITED STATES MARINE CORPS  
15TH MARINE EXPEDITIONARY UNIT  
BOX 555365  
CAMP PENDLETON, CALIFORNIA 92055-5365

MEUO 1560.1D  
EDUC  
29 Apr 11

MARINE EXPEDITIONARY UNIT ORDER 1560.1D

From: Commanding Officer, 15th Marine Expeditionary Unit  
To: Distribution List

Subj: VOLUNTARY EDUCATION PROGRAM

Ref: (a) MCO 1560.25 Lifelong Learning Program  
(b) MCO 1560.33 Marine Corps Tuition Assistance Program  
(c) MCO 1560.28B Veterans' Educational Assistance Benefits  
(d) MCO 1040.31 Enlisted Career Planning & Retention Manual  
(e) MCO 1560.15L Marine Corps Enlisted Commissioning Education Program (MECEP)  
(f) MCO 1560.24D Boost Program  
(g) MCO 1900.16E Marine Corps Separation and Retirement Manual (MARCORSEPMAN)  
(h) MCO 1040.43A Enlisted-to-Officer Commissioning Programs  
(i) MCO 1560.7J College Degree Program

Encl: (1) Check in/out Checklist  
(2) Education Programs and Timelines / Deadlines

1. Situation. This Order publishes policies and standards for voluntary education programs available to 15th Marine Expeditionary Unit (MEU) personnel and tasks designated personnel to carry out and operate the Marine Corps Lifelong Learning Program pursuant to reference (a).

2. Cancellation. MEUO 1560.1C.

3. Mission. The mission of the Volunteer Education Program is to ensure that the broad array of educational programs are publicized and encouraged for all 15th MEU personnel in order to enhance professionalism, retention and readiness.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. To establish policies and standards for the Voluntary Education Program to fulfill the Lifelong Learning needs of 15th MEU personnel per the references.

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(2) Concept of Operations. Personnel designated in this Order are responsible for effectively implementing the policies and standards outlined.

b. Tasks

(1) 15th MEU Education Officer. The MEU Education Officer, appointed in writing, is responsible for the following:

(a) Advising the Commanding Officer on all matters pertaining to education.

(b) Attending Education Officer Training offered by the MCB Camp Pendleton Lifelong Learning Center (LLC) as soon as feasible upon assignment and maintaining a close liaison with the LLC to support the educational questions and needs of 15th MEU personnel.

(c) Supervising the Life Long Learning Program for this organization in accordance with paragraph 4.b.(5) of reference (a).

(d) Coordinating with Education Officers appointed by Major Subordinate Elements (MSEs) to ensure unity of effort.

(e) Keeping abreast of all current education programs available to the Marines and Sailors of this unit.

(f) Whenever possible, recognizing education achievements through ceremonial presentations or through correspondence.

(g) Maintaining current editions of the following:

1. All references listed in this Order.

2. Online access to the Guide to the Evaluation of Educational Experience in the Armed Services (available at <http://www.militaryguides.acenet.edu/index.htm>)

3. Online access to the Service Member's Opportunity Colleges (SOC) catalog (available at <http://www.soc.aascu.org>)

(h) Maintaining a turnover folder/desktop procedures.

(j) Maintaining a close liaison with the command career planner to discuss educational opportunities.

(k) Conducting check-in interviews using enclosure (1).

(l) Coordinating with Central Texas College regarding instructions and courses available aboard ship during the deployment.

(m) Maintaining files, records and data pertaining to education.

(n) Maintaining a close liaison with the MCB Camp Pendleton College of Continuing Education in order to promote Officer PME opportunities for Expeditionary Warfare School (EWS) and Command and Staff College (CSC) seminar and distance learning opportunities.

c. Major Subordinate Element Missions

(1) Major Subordinate Elements (MSEs) will appoint an Education Officer in writing pursuant to reference (a).

(2) MSE Education Officers will liaison with the 15th MEU Education Officer to ensure unity of effort in supporting Volunteer Education Programs, with an emphasis on the Distance Learning Program for college courses offered afloat.

5. Administration and Logistics. Recommendations for changes to the Order should be submitted to 15th MEU Education Officer via the appropriate chain of command.

6. Command and Signal

a. Command. This Order is applicable to 15th MEU Command Element and its Major Subordinate Elements.

b. Signal. This Order is effective the date signed.

  
S. D. CAMPBELL

DISTRIBUTION: A

## CHECK IN/OUT CHECKLIST

1. Do you have a high school diploma or equivalent?

No -refer Marine to turnover binder section (B) High school diploma or equivalent required for all Marines.

2. (For Officers) Do you have a Bachelor's degree?

No -refer Officer to turnover binder section (I) Bachelors degree required for all commissioned Officers.

3. Are you currently:

a. Enrolled in any off duty education?

Yes - Record all information.

b. Currently utilizing Tuition Assistance?

Yes - Record status of course: Commence date Completion date  
Current grade

c. Currently utilizing MGIB?

Yes - Advise of disadvantages of MGIB while on Active Duty.

d. Currently utilizing 9/11 GI Bill for self or family member?

Yes - Ensure member is aware of limitations for family  
member use and means of transferring benefits to  
family

e. Currently utilizing any other federal financial assistance?

Yes - Record specific information on program.

4. Are you interested in further education at this time?

Yes - Brief available on and off base education and  
financial aid using turnover binder. Refer to Joint  
Education Center.

5. If Marine is separating from the Marine Corps, brief enclosure (2) of reference (g).

6. Review SRB of Marines checking out for complete records.

7. Ensure Marine knows who the MEU Training/Education NCO is and to go to him for information on Education Programs.

## Education Programs and Timelines / Deadlines

PROGRAM	DEADLINES	REFERENCE INFO
High School Diploma Program	Anytime	Joint Education Center
Basic Skills Education Program (BSEP)	Anytime	Joint Education Center
SNCO Prep Course	Anytime	Joint Education Center
SNCO Degree Completion Program	Selection board at HQMC in June	MCO 1560.2ID
Broadened Opportunities for Officer Selection and Training (BOOST)	Package to HQMC by 31 JAN	MCO 1560.24D
Marine Corps Enlisted Commissioning Program (MECEP)	Package to HQMC by 31 JAN	MCO 1560.15L
Enlisted Commissioning Program (ECP)	Package to HQMC by 1 FEB, 1 JUN and 1 OCT.	MCO 1040.43 A
United States Naval Academy (USNA)	Package to USNA by 31 JAN	MCO 1530.IIG
Naval Reserve Officer Training Corps (NROTC)	Check MCBUL 1560 in OCT for package deadlines	Joint Education Center Local recruiting office
College Degree Program	Package to HQMC by 15 FEB and 15 AUG	MCO 1560.7HJ w/Ch1-2
Special Education Program	Check MCBUL 1560 in DEC for package deadlines	Joint Education Center MCO 1520.9G
Advanced Degree Program	MCBUL 1560 published annually in OCT/NOV	MCO 1560.19E
Funded Law Education Program (FLEP)	MARADMIN published annually in July for next FY eligibility	MCO P5800.16A w/Ch1-5; Chpt 19
International Affairs Officer Program (IAOP) [formerly Foreign Area Officer Program (FAO)]	AA Form to HQMC by 15 JUL	MCO 1520.11E
Tuition Assistance for College Vot-tech	Anytime	MCO 1560.33 Joint Education Center
Veterans Educational Assistance Benefits (incl Montgomery & 9/11 GI Bills)	Anytime (ideally post Active Duty)	MCO 1560.28B Joint Education Center VA hotline.
Federal Financial Aid	Anytime	Joint Education Center
Early release from Active Duty for Education (<90 days prior to EAS)	Package to HQMC 30 days prior to requested release date	MCO P1900.16F w/Ch 1-2 SEPS Manual (S-1)
Testing Facilities for ASVAB, SAT, ACT, CLEP, ...	Anytime	Joint Education Center
Camp Pendleton on base College	Anytime	Joint Education Center