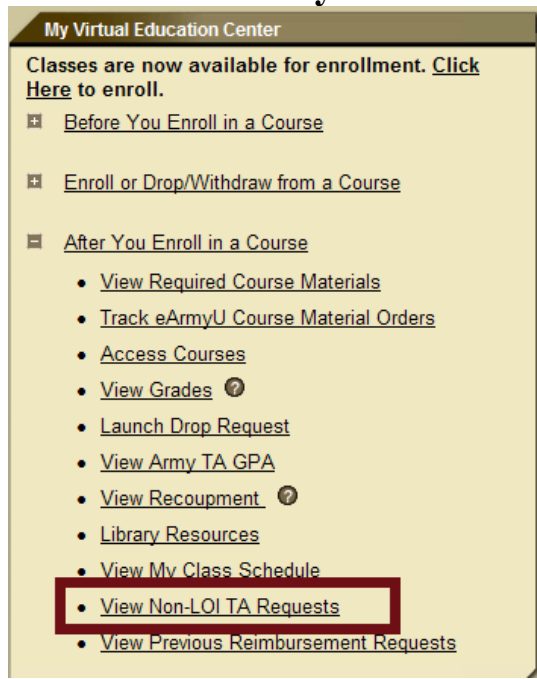


# HOW TO PRINT YOUR “NON-LOI” APPROVED TA FORM

1. Log into *Go Army Ed* [[www.goarmyed.com](http://www.goarmyed.com)] with your User Name/Password.
2. Select “My Virtual Education Center”.
3. Select “After you Enroll in a Course” link.



FYI:

This information can be found in Slides 31-33 of the Soldier GAE “Quick Start” training module: Course Enrollment Guide.

4. Select “View Non-LOI TA Requests”.
5. The TA Request Search page appears. You can ‘Search’ by various criteria as shown on page---LEAVE ALL BLANK.
6. Just click on yellow ‘SEARCH’ button located bottom left.
7. The TA Request Search page opens. Select “Title” of course you wish to print...or Select your “Name”
8. The TA Requests by “Submit date” appears with all TA Requests submitted on that date.---Any approved TA requests submitted on different dates will appear on separate PDF File.
9. Select the box next to the class on the ‘Print Select’ column. A checkmark appears for each class you select to print on form.
10. Select the “Print TA Form” button. Print and submit to school.

Print Select	TA Request Details	School	Course Status	*Course Level	Subject	Catalog Nbr	Course Title	Start
<input checked="" type="checkbox"/>	Details	Rustic University	Approved	Undergraduate Lower Division	ENG	1001	Composition I	01/11/12
<input checked="" type="checkbox"/>	Details	Rustic University	Approved	Undergraduate Lower Division	PSYC	1001	Introduction to Psychology	01/11/12

Print TA Form

Return to Search