

Transferring an Education Award

For the most up-to-date information:

<https://www.nationalservice.gov/programs/americorps/alumni/segal-ameri-corps-education-award/transferring-your-education-award>

Legislation was passed in 2009 to allow eligible AmeriCorps members aged 55 years and older to transfer certain Segal AmeriCorps Education Awards that they have earned to their eligible children or grandchildren.

Who is eligible to transfer an award?

- To transfer an award, an individual must:
- have earned the education award by successfully completing an approved term of national service in an AmeriCorps State or National Program;
- have been at least 55 years of age before beginning the term of service for which the award was earned;
- have begun this term of service on or after October 1, 2009;
- complete the required forms--either online or paper forms--to authorize the transfer, which includes providing information and certifying eligibility to make the transfer; and
- make the transfer before the award's seven-year expiration date.

Receiving an Award

Who is eligible to receive a transferred award?

A recipient of a transferred award must:

- Be the child, step-child, foster-child, grandchild, or step-grandchild of the individual who earned the award and is eligible to transfer the award; and be a U.S. citizen, national, or lawful permanent resident alien.
- The recipient cannot have already earned or received the *aggregate value of two full time education awards*. For an explanation of the "aggregate value of education awards received", go to this web page: Amount, Eligibility, and Limitations of Education Awards.
- A recipient of an award must be registered in the online system *My AmeriCorps* in order to complete the transfer process and access the award.
- The recipient must have an email address to register to use *My AmeriCorps*. The recipient can accept the full amount that is transferred, a portion of that amount, or decline the transfer.

Laws, Rules, and Regulations for Transferred Awards

Education awards can be used to pay for *current educational expenses* to attend *eligible educational institutions* and to repay *qualified student loans*. See the web page Using Your Education Award to learn more about the kinds of expenses, types of schools, and categories of student loans for which an award can be used.

Most of the rules and legal provisions that govern how an individual can use an education award that he or she received by completing a term of national service also apply to a person who has received a transferred award. However, there are some differences regarding when and where a transferred award can be used.

- The recipient of a transferred award has up to 10 years to use the transferred award from the date the transferor (the person who earned the award) completed the term of service upon which the award was based.
- Each transferred award can only be transferred one time and to only one recipient. Multiple transfers are not allowed. An award cannot be split between two or more recipients.
- Transferred education awards cannot be used to pay current educational expenses for GI-Bill approved educational courses/programs unless the courses or programs are offered by Title IV Schools.
- Individuals transferring awards to their step child or step grandchild will be required to complete an additional form called *Education Award Transfer Request and Authorization*. This form is used to verify the “step” relationship.

How to Transfer an Award

Transfer an Award Using "My AmeriCorps"

The easiest, fastest, and most secure way to transfer an education award to another person is to use the online system, *My AmeriCorps*. This is the same online system used by AmeriCorps members to request payments from their education award accounts.

Click on this link to read the step-by-step instructions for **Using "My AmeriCorps" to Transfer an Education Award** online.

Transfer an Award Using a Paper Form

If you do not have access to a computer, you can use a paper form called a *Manual Request to Transfer a Segal Education Award Amount*. You must contact the National Service Hotline at 800-942-2677 to request a copy of this form.

Using paper forms is not the preferred method for transferring an award. The time to process a paper request can take much longer than processing it online through *My AmeriCorps*. Also, a person must have an email address and must be registered in *My AmeriCorps* to receive a transferred award.

Using an Education Award to Make a Payment

A recipient of a transferred award can request that a payment be made from the transferred award either online, using *My AmeriCorps*, or by filling out and mailing in a paper form called a *Voucher and Payment Request Form*. The electronic payment process using *My AmeriCorps* is much faster, more secure, and less prone to error than the paper process. Go to the web page **Using Your Segal AmeriCorps Education Award** for directions on accessing your award and requesting a payment for your school or your student loan online.

You can request a paper voucher by calling the National **Service Help Desk at 1-800-942-2677**.

Registering to Use *My AmeriCorps*

On the *My AmeriCorps* web site you can register to use the online system or you can log into your account if you are already registered. To go to the registration/login page, click here: ***My AmeriCorps***. If you are not registered, you can go to this web page and click on the phrase in red letters, “Register to create a new Member/Alum account”.

Follow the instructions.

An individual’s account in My AmeriCorps shows important information about both the education awards that were earned and those that were transferred—information such as amounts and values of all education awards, award expiration dates, all payments that were requested and payments that were made, and current account balances.

If you have problems registering or if you have any questions about transferring an education award, **contact the National Service Help Desk at 1-800-942-2677**.

If you want to learn more about the education award, you can go to the main education award page by clicking here: Segal AmeriCorps Education Award