



SpouseWorks Scholarship (formerly MyCAA)

SpouseWorks is the new name for the Department of Defense's military spouse career and education program. The rebranding is replacing MyCAA (My Career Advancement Account) and related spouse employment services with a single, broader platform called SpouseWorks.

The scholarship assists military spouses in pursuing or maintaining a license, certification, or **up to an associate degree** necessary to gain employment in an occupation or career field. SpouseWorks does not pay for any fees, including, but not limited to, registration, technology, or parking fees. SpouseWorks' annual fiscal year cap of \$2000 is from October 1 to September 30.

To learn about eligibility and get instructions on applying for this valuable resource, visit the [SpouseWorks website](#). A [SpouseWorks career coach](#) is assigned to every military spouse and provides personalized guidance on education and career goals, including skill assessments, job search strategies, resume writing, mock interviews, and networking. Contact your assigned SpouseWorks career coach with Military OneSource at 800-342-9647 for questions.

Get Started with SpouseWorks!

1. Create a [SpouseWorks account](#) and determine your eligibility
2. Create a career goal in your SpouseWorks account, and verify your next steps with your SpouseWorks career coach
3. Contact your **School Academic Advisor** and ask them to create your [Education & Training Plan \(ETP\)](#)

DACC Academic Advisor: Samantha Redford at (575) 528-7045 or sredford@dacc.nmsu.edu

NMSU Alamogordo Academic Advising: (575) 439-3600 or advisingnmsua@nmsu.edu

4. **Submit your ETP to your SpouseWorks account** (ETP approval can take up to 14 business days)
5. Request Financial Assistance (FA) for **every course** registered with NMSU
 - a. Request FA within 60 days before the start date of the course
 - b. FA requests **must be submitted ONE DAY before** the term start date
6. Email your FA Authorization to MVP at mvp@nmsu.edu (Attn: Erika Zaragoza)
7. University Accounts Receivable (UAR) will post your FA funds to your NMSU account any time **after** the Last Day to Cancel Registration (Drop online or with Advisor/College) (100% refund). See the [Important Dates for Students](#).

Military and Veterans Programs
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