



Spouse Employment Program Updates

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May 2023

BLUF

NAVADMIN 104/23 announced updates to several programs that support Navy spouse employment opportunities. The Navy understands Spouses face unique employment challenges while serving alongside their Sailor and is committed to supporting Navy Spouses by connecting them to resources and opportunities for meaningful employment.

Who needs to know?

- All Sailors & Navy Spouses
- Deckplate leaders & Command Triads
- Command Ombudsman
- Family Readiness Program managers

What you need to know – key points

- This NAVADMIN includes changes to spouse relicensing costs, expansion of some professional license recognition from state to state, and expanded MyCareer Advancement Account scholarship eligibility.
- The Navy expanded reimbursement for spouse relicensing costs due to a PCS to include “qualifying business costs” for orders issued after December 19, 2019, as per NDAA FY23. Reimbursement for spouse business-owner costs and “qualifying professional re-licensure/re-certifications” may not exceed \$1,000. More information available at: [Spouse Licensure \(navy.mil\)](https://www.navy.mil/SpouseLicensure)
- The Military Spouse Licensing Relief Act expands military spouse interstate license recognition options. This “license reciprocity” applies to some professional licenses, with the exception of the practice of law. Find more information at Military One Source.
- This NAVADMIN also expanded eligibility for spouses to participate in the My Career Advancement Account (MyCAA) scholarship program. This program provides eligible spouses up to \$4,000 in financial assistance for licenses, certifications, national tests or associate degrees to pursue an occupation or career field. Navy spouses of Sailors in paygrades E-1 to E-6, W-1 to W-2, O-1 to O-3.

Resource Links

- [Spouse Licensure Reimbursement Policy](#)
- [My Career Advancement Account \(MyCAA\) Scholarship](#)
- [Spouse Education and Career Opportunities \(SECO\)](#)
- [Military Spouse Employment Partnership \(MSEP\)](#)
- Local Resources: [Fleet and Family Support Centers](#)

Sample POD/POW Notes

- SPOUSE EMPLOYMENT: Is your spouse looking for a Career Coach? A [Spouse Education and Career Opportunities \(SECO\)](#) career coach offers free coaching services and can answer questions about the My Career Advancement Account (MyCAA) program that provides eligible military spouses of active duty service members in pay grades E-1 to E-6, W1-W2, and O1-O3 with up to \$4,000 in financial assistance. Reach out to Military OneSource 24/7 to schedule a coaching session. Call (800) 342-9647 or Live Chat: militaryonesourceconnect.org
- SPOUSE EMPLOYMENT: Building job skills and finding portable careers is now easier with the Military Spouse Employment Partnership (MSEP). Military spouses enrolled in the program can connect with hundreds of partner employees that have committed to recruit, hire, promote and retain military spouses. MSEP currently has more than 600 partners, who have hired over 250,000 military spouses. Reach out today and get started!
<https://msepjobs.militaryonesource.mil/msep/>



FAQ

Q. What is the Navy's Family Employment Readiness Program?

A. A program at Fleet and Family Support Centers (FFSCs) worldwide that offers a variety of services for Navy spouses looking for a career or a temporary job, while navigating the military lifestyle. Information available at: [Family Employment Readiness Program \(FERP\)](#).

Q. What is a "qualified" relicensing cost?

A. Costs, including exam and registration fees, imposed by the licensing jurisdiction of the new duty station to secure a license or certification to engage in the same profession in which the spouse engaged while in the licensing jurisdiction of the last duty station.

Q. Who is eligible for professional licensure portability between States?

A. Both Sailors and spouses with a valid professional license who relocate their residence to accompany the Sailor on orders. However, the law specifically excludes licenses to practice law from the definition of covered licenses. Law licenses are still eligible for reimbursement through the Spouse Licensure Reimbursement Program.

Q. What is a "qualified" business cost?

A. Costs, including moving services for equipment, equipment removal, new equipment purchases, information technology expenses, and inspection fees, incurred by the spouse of a member if:

- The spouse owned a business during the member's previous duty assignment and the costs result from a movement in connection with the member's change in duty location pursuant to reassignment
- The costs were incurred or paid to move such business to a new location in connection with a reassignment

Q. What do I have to provide to be eligible for spouse licensure/business cost reimbursement?

A. [Military Personnel Manual \(MPM 1754-040\)](#) provides a detailed list of the required documentation for submitting a reimbursement claim. Securely email reimbursement package to the MyNavy Career Center (MNCC) at ASKMNCC.FCY@NAVY.MIL.

Q. Is Military OneSource a credible resource for employment and other needs?

A. [Military OneSource](#) is a Department of Defense (DoD) sponsored 24/7 gateway to trusted information, resources, confidential help giving service members and military families tools to stay well and thrive.

Q. Where can I find more information about Military Spouse resources?

A. You can find more information at the links above or through:

- [Spouse Education Career Opportunities \(SECO\)](#) provide education and career guidance to military spouses worldwide and offers comprehensive resources and tools for all stages of career progression. The Military OneSource Spouse Career Center offers free, comprehensive coaching services to all eligible spouses with specialty consultations.
- The [Military Spouse Employment Partnership \(MSEP\)](#) connects military spouses with hundreds of partner employees that have committed to recruit, hire, promote and retain military spouses. MSEP currently has more than 600 partners, who have hired over 250,000 military spouses.
- The MyNavy Family (MNF) App | A tool developed for Navy spouses and their families to help navigate available resources. Available for download at the Navy App Locker (<https://www.applocker.navy.mil>) or via other application stores.