

INTRODUCTION

The purpose of this handout is to assist newly arrived technical school students in understanding their military pay and travel entitlements. It is intended to be used in conjunction with a briefing and will give each student a quick reference guide to review at their convenience.

MILITARY PAY

Allowances

If you have no dependents, you should be receiving base pay, partial Basic Allowance for Subsistence (BAS) and partial Basic Allowance for Housing (BAH). Any person residing in the dormitory receives this allowance as long as you are not receiving BAH for another purpose. To apply for full BAS you must see your unit orderly room. If you have dependents, you should be receiving base pay, BAS, and may be authorized BAH, and Family Separation Allowance. If you have dependents, verify these allowances with the Military Pay Customer Service Section.

Direct Deposit

Direct Deposit is **mandatory** by law for military personnel as of 1 Oct 89. This system automatically deposits your pay into either a checking or savings account at the financial institution of your choice. You can attain an Automated Teller Machine (ATM) card from your financial institution which will enable you to access your bank account from any ATM in the local community for receiving cash or inquires on your account.

It is suggested that you remain with this institution during your career or at least your PCS assignment. If you decide to change your direct

deposit, do not close your old account until you are 100 percent sure your direct deposit has been switched to the new financial institution. We suggest you wait at least 1 month or two pay periods before making any adjustments to your old direct deposit account. **This is extremely important.**

Payday

Most of you have just completed Basic Training and have not received a "real" paycheck yet. As such, the first check you receive while at Vandenberg will be a catch-up check based on any entitlements earned from the date you entered active duty through payday. Amounts may vary from one student to the next based on entitlements, taxes, and any other prior payments. For more information, call Finance Customer Service (Bldg. 11777, Room A-114) ext. 6-1858 or 6-3753.

If you came to Vandenberg from another Technical School or from other than Basic Training, you should stop by the Finance Customer Service Section to ensure all entitlements are correct and that your electronic funds transfer (EFT) pay account is going to the proper financial institution. You must set up an EFT account immediately upon arrival to Vandenberg AFB if you do not have one already. **Public Law 104-134, mandates all federal payments must be made by EFT.**

If you have not received a pay check by EFT upon your arrival at Vandenberg AFB, Military Pay Customer Service will research the situation. Once your EFT account is open you should expect

to get paid each pay period until you graduate and proceed on to your first permanent duty station. While en route to your first permanent duty station, your pay will continue to go to your EFT account until you have arrived at your first duty station. Upon arrival to your first duty station you can then change you EFT account if necessary.

Pay Statements

You will receive an official Leave and Earning Statements (LES) or Net Pay Advice's (NPA) through your unit orderly room. It may take one or two pay periods before you receive them. At this point all of your LES's should catch up to you.

PayCall

Defense Finance and Accounting Service - Denver Center (DFAS-DE) has established a new program that member's may obtain pay information via automated phone system! Call 1-800-755-7413 or DSN 926-1281 for overseas. **This is for inquiries only.**

TRAVEL PAY

Dependent Travel

If you have dependents, you will be authorized travel allowances as described below for their move from their current location to your next duty station.

To/From Vandenberg

You are required to complete a travel voucher for your travel to Vandenberg unless you are TDY. After you receive your travel orders for your assignment to your next duty station, you should

bring copies of your orders and submit it to our Military Pay Customer Service Section, Bldg. 11777, Room A-114, unless you are receiving EFT, then your pay check will keep going to your financial institution. They will advise you of your entitlements. You must use your government charge card for advances or notify the Finance Office of special concerns. If you are TDY to Vandenberg you will complete a travel voucher upon arrival at your next duty station. You will begin your voucher from the date and time you left your last duty station (Lackland or previous Technical School).

Following is a breakdown of the PCS allowances:

If travel is by Privately Owned Vehicle (POV):

Mileage:

\$0.15 per mile for one traveler
\$0.17 " " " two travelers
\$0.19 " " " three travelers
\$0.20 per mile for four or more travelers

Per Diem:

\$50.00 for each travel day (one travel day for each 350 miles)
\$37.50 for each travel day for any dependents 12 years old or older traveling with you

\$25.00 for each travel day for any dependent less than 12 years old traveling with you

If travel is by commercial plane:

Per Diem for one travel day based on the rate applicable to your new duty station and one day of allowable travel time.

Reimbursement for your plane fare not to exceed the government cost from Vandenberg to your next duty station or you may obtain a government ticket from Vandenberg to your next duty station.

If travel is by a combination of POV and commercial plane (mixed mode):

You will be paid your actual cost based on your mileage driven and air fare, limited to the greater of mileage plus per diem or the constructed cost of government transportation from Vandenberg to your next duty station.

(This information in this fact sheet is subject to changes without notice).

**TRAINING COMMAND
(AETC)**

**ENLISTED
STUDENT**

**MILITARY PAY
AND
TRAVEL PAY**

FACT SHEET

30 CPTS/FMFP
1031 California Blvd.
Bldg. 11777, Suite A-113
Vandenberg AFB CA 93437

DSN: 276-1858, 276-4606
Commercial: (805) 734-8232, Ext. 6-1858, 6-4607

30 SWVA65-9, Mar 98
Supersedes 30 SWVA65-9, Apr 97
OPR: 30 CPTS/FMFP
Distribution: F

AIR EDUCATION AND