



DoD VoLED PROGRAMS

MOU 5-YEAR RENEWAL 3 Simple Steps to Renew



MOU Renewal

The DoD Memorandum of Understanding is valid for typically 5 years; at which time our Educational Institution partners must renew (resign) the agreement. In 2024, of the over 2500 partnerships, 75% of them expire in a 5-month period and over 90% in an 8-month period.

To help ensure that all MOUs are renewed in a timely manner, we have changed the renewal window to 180 days ahead of time and encourage all Institutions, with valid rates, to renew their MOU sooner rather than later. This will avoid the summer surge as well as streamline the process for most. Renewing the MOU can be done in three simple steps (assuming other information is current).



1. LOGIN TO ACCOUNT

- Signing Authority (SA) logs into their account via the Institution Login option
- SA may need to reset user password if the user has not accessed the account in over 30 days



2. SELECT MOU RENEWAL

- Under “Manage My Application”, select MOU Renewal in the dropdown, then GO
- There is also a Renewal icon on the left column



3. SIGNING AUTHORITY RENEWAL

- The Signing Authority enters user account information
- Check the Certification box
- Click SUBMIT

AFTER SUBMISSION

- The DANTES team will review
- Once approved by the OSD Policy Team, SA will receive a Renewal Notification

NEED HELP? HAVE QUESTIONS?

- [dodhra-voledconcerns- dantes@mail.mil](mailto:dodhra-voledconcerns-dantes@mail.mil)
- Phone: (850) 452-1977
- Mon - Fri, 7:00 a.m. - 3:30 p.m. (CST)
- More details, refer to the MOU Institution Guide pages 100-105