

CORE COMPONENTS OF TAP



TAP INTERAGENCY PARTNERSHIP

In addition to the military departments, TAP is the result of an interagency partnership between the Department of Defense, Department of Labor, Department of Education, Department of Veterans Affairs, Department of Homeland Security, in conjunction with the Small Business Administration and the Office of Personnel Management.



RC members on 180+ consecutive day orders are required to complete the below TAP requirements before the end of their orders.

INDIVIDUALIZED INITIAL COUNSELING

Individualized Initial Counseling (IC) between the service member and a TAP counselor begins the transition process. During the IC, service members complete their personal self-assessment and Individual Transition Plan (ITP) to identify and discuss their unique post-transition goals.

- *Must be completed no later than 365 days prior to separation or retirement; RC members who have less than 365 days before being demobilized/deactivated, must begin as soon as possible*

PRE-SEPARATION COUNSELING

Pre-separation counseling covers benefits, entitlements and resources eligible to transitioning service members as they prepare to enter veteran status. Caregivers and spouses are encouraged to attend this pre-separation briefing.

- *Must be completed no later than 365 days prior to separation or retirement; RC members who have less than 365 days before being demobilized/deactivated, will begin as soon as possible*
- *5 year exemption for AFR members*

DOD TRANSITION DAY

The DoD Transition Day is a mandatory eight-hour curriculum that includes the following modules:

- Managing Your Transition
- Military Occupational Codes Crosswalk
- Financial Planning for Transition

VA BENEFITS AND SERVICES

This brief explores VA benefits earned by the service member, how to apply them and how to leverage earned benefits for the best possible outcome.

- *3 year exemption for AFR members*

DOL ONE DAY

This one-day brief provides an overview of employment topics and best practices and how to apply them in transition.

2-DAY SERVICE MEMBER ELECTED TRACKS

- DoD Education Track
- DOL Employment Track
- DOL Vocational Track
- SBA Entrepreneurship Track

CAPSTONE

Capstone is the culminating event in which commanders, or their designee, verify achievement of career readiness standards and a viable ITP prior to release from active duty.

- *Must be completed no later than 90 days prior to release from active duty*