



PLAIN TALK FOR SAILORS

Transition GPS (Goals, Plans, Success)

Navy leadership is committed to meaningful and effective transition assistance for all Sailors separating from the Navy, regardless of how long they have served. This updated edition of *Plain Talk for Sailors* highlights benefits available from the Transition GPS (T-GPS) program and also provides a Transition Countdown.

To ensure each Sailor is optimally prepared for transition, it is imperative that every leader in the chain of command take an active role in the transition process.

Transition Assistance Program Management Update

Transition Goals, Plans, Success – or Transition GPS – applies to all Active and Reserve Sailors separating from the Navy after serving 180 or more days of active duty, with limited exemptions.

Transition GPS has four key components that significantly improve transition support:

1. Mandatory Pre-Separation Assessment and Individual Counseling.
2. Mandatory 5-day Transition GPS Core Curriculum provides the following:
 - Individual Transition Plan (ITP) preparation
 - Military to Civilian job skills crosswalk (MOC crosswalk)
 - Veterans Affairs (VA) Benefits briefing
 - Financial Planning support
 - Department of Labor (DoL) Employment Workshop (to build your Job Search skills)
3. Additional 2-day Career-Specific Curriculum (Education, Technical or Entrepreneurship) provides information tailored for your specific goals.
4. Mandatory CAPSTONE event, presented by the Fleet and Family Support Center (FFSC) or via one-on-one session at your command, which must be completed no later than 90 days prior to separation in order to verify that you have met your Career Readiness Standards and received the transition services that you requested.

Career Readiness Standards (CRS)

The elements of Transition GPS are designed to increase your ability to overcome challenges you may face in pursuit of your chosen civilian career path and to ensure that you have achieved post-military Career Readiness Standards. Prior to separation from the Navy, you will be required to provide your Transition Counselor and command representative with documentation that you have completed the mandatory CRS.

Mandatory Career Readiness Standards – applicable to all civilian career paths

- Attend Pre-Separation Counseling and complete Pre-Separation Counseling Checklist (DD Form 2648 / DD Form 2648-1)
- Register for Veterans Affairs (VA) Benefits (eBenefits)
- Attend Department of Labor (DoL) Employment Workshop
- Obtain DoL Gold card
- Attend VA Benefits Brief I and II
- Complete job application package or have a job offer letter
- Prepare a Post-Separation 12-month budget reflecting personal/family goals and obligations
- Evaluate opportunities presented by continuing military service in a Reserve Component
- Crosswalk your military skills to civilian skills and evaluate the demand for those civilian skills within your potential relocation destinations
- Identify and document requirements and eligibility for licensure, certification and apprenticeships at your potential relocation destinations
- Complete your Individual Transition Plan (ITP) and provide documentation of meeting the CRS for your chosen career path

Assessing Higher Education Track – applicable if you intend to pursue formal education

- Identify, compare, and select academic institutions based on specific selection criteria

- Prepare and submit an Education Application Package to an academic institution and/or provide an acceptance letter
- Schedule one-on-one counseling with an academic advisor from the academic institution
- Connect with the Student Veteran Organization at your chosen institution

Career Technical Training Track – *applicable if you intend to seek technical training*

- Identify, compare, and select technical training institutions based on specific selection criteria
- Prepare and submit a Technical Training Application Package to a technical training institution and/or provide an acceptance letter
- Schedule one-on-one counseling with an academic advisor from the technical institution
- Connect with the Student Veteran Organization at your chosen institution

Optional Entrepreneurship Track – *applicable if you intend to start your own business*

- Connect to the Small Business Administration (SBA) in potential relocation destinations
- Create the preliminary outline of a business plan

TIMELINE – Your Transition Countdown

24-12 months prior to End of Active Obligated Service (EAOS)

- Attend pre-separation counseling and complete DD Form 2648 / DD Form 2648-1 with assistance from your Command Career Counselor (CCC)
- Prepare your Individual Transition Plan (ITP) with assistance from your CCC
- Discover how your interests relate to the world of work using the O*NET “Interest Profiler” at www.mynextmove.org/explore/ip or via Kuder Journey at <http://kuderjourney.com/>
- Translate your military skills, training, and experience into civilian occupations, credentials, and employment using the O*NET OnLine “Crosswalk Search” at www.online.onetcenter.org/crosswalk
- Find civilian credentials related to your enlisted rating, officer designator, or collateral duty/out of rate assignment using Navy COOL at <https://www.cool.navy.mil>
- Register for VA eBenefits at <https://www.ebenefits.va.gov/ebenefits-portal>
- Attend Transition GPS and provide the following documents:
 - Completed DD Form 2648/DD Form 2648-1 (see your CCC)
 - Copy of your Verification of Military Experience and Training (VMET) from https://pki.dmdc.osd.mil/tgps/pages/VMET/access_dd2586.shtml
 - Most recent LES from <https://mypay.dfas.mil/mypay.aspx>
 - Copy of your credit report from <https://www.annualcreditreport.com/cra/index.jsp>
 - Copy of your Career Interest Inventory Assessment from O*Net “Interest Profiler” www.mynextmove.org/explore/ip or Kuder Journey at <http://kuderjourney.com/>
 - Copy of your medical record
- Review the benefits of Reserve Affiliation at www.navyreserve.com and www.npc.navy.mil/career/transition
- Develop your résumé(s)
- Prepare and submit an Education/Technical training application, if applicable

12-6 months prior to EAOS

- Apply for a Selected Reserve quota via CWAY (if applicable, see your CCC)
- Review and make a copy of your personnel and medical records
- Research and compare Veterans’ Group Life Insurance (VGLI) to other insurances at <http://insurance.va.gov/sglisite/vgli/vgli.htm>
- Submit résumé to prospective employers. Submit job application for 2 (or more) civilian jobs

180-30 days prior to EAOS

- Schedule and complete your separation/retirement physical
- Participate in a CAPSTONE event at FFSC at least 90 days prior to separation
- Connect with the Student Veteran Organization at your chosen institution, if applicable
- Connect with your local VA representative
- Review your DD214 worksheet for accuracy and completeness
- Start assembling a wardrobe suitable for your next job