



JBERR TRANSITION ASSISTANCE PROGRAM (TAP)
Hours: Monday – Friday (0730-1700)
Phone: DSN: 317-384-3501 COMM: 907-384-3501
Facebook: <https://www.facebook.com/RichardsonTAP>
15+ minutes late No-Show and rescheduled



TRANSITION
ASSISTANCE PROGRAM

June						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

All Retirees = R

Senior Leaders = S

Course Title, Date, Time, Location		June	July	August
MANDATORY WORKSHOPS	Pre-Separation Briefing (2hrs) (2 hrs) 1400 – 1700, TAP BLDG 600; RM B-248	2, 7, 9, 14, 21, 23, 28, 30	5, 7, 12, 14, 19, 21, 26, 28	2, 4, 9, 11, 16, 18, 23, 25, 30
	Managing Your Transition (1hr)/MOC Crosswalk (2hrs) 0800 – 1100, TAP BLDG 600; RM B-248	5, 12R, 15, 26	5, 10R, 17, 24, 31	7R, 14, 21, 24S, 28
	Financial Planning for Transition (4 hrs) 1100 – 1600, TAP BLDG 600; RM B-248	5, 12R, 15, 26	5, 10R, 17, 24, 31	7R, 14, 21, 24S, 28
	VA Benefits and Services (6 hrs) 0800 – 1530, TAP BLDG 600; RM B-248	6, 13R, 20, 27	6, 11R, 18, 25	1, 8R, 15, 22, 25S, 29
	Employment Fundamentals of Career Transition (8hrs) 0800 – 1700, TAP BLDG 600; RM B-248	1, 7, 14, 21R, 28	7, 12, 19R, 26	2, 9, 16R, 23, 28S, 30
	Transition Pre-Retirement Brief (ALL RETIREES MUST ATTEND) 0830 – 1230, w/MPD; Education Center BLDG 7, Chilkoote Ave	7	6	2
	Transition ETS Brief (ALL ETS, Resignations, and Chapters MUST ATTEND) 1300 – 1600, w/MPD; Education Center BLDG 7, Chilkoote Ave	22	21	24
	Boots to Business (B2B) Entrepreneur Track (8hrs X 2 days) 0800 – 1700hrs, TAP BLDG 600; RM B-243	13	11	8
TRANSITION GPS 2-DAY WORKSHOPS	Career and Credential Exploration (8hrs X 2 days) 0800 – 1700hrs, TAP BLDG 600; RM B-243	6	5	1, 29
	Employment Workshop Track (8hrs X 2 days) 0800 – 1700hrs, TAP BLDG 600; RM B-248	8, 29	13, 27	3, 10, 24, 31
	Retiree Employment Workshop Track (8hrs X 2 days) 0800 – 1700hrs, TAP BLDG 600; RM B-248	22	20	17
	Senior Employment Workshop Track (8hrs X 2 days) 0800 – 1700hrs, TAP BLDG 600; RM B-248			29
	Managing Your Education (8hrs X 2 days) 0900 – 1700hrs, w/ACES; Education Center BLDG 7, Chilkoote Ave	20	18	22
	Dress for Success (1 hr) 0800 – 0900, TAP BLDG 600; RM B-243	16	21	18
OPTIONAL – Must have attended DOLEW first	Interview Techniques (1 hr) 0900 – 1000, TAP BLDG 600; RM B-243	16	21	18
	Salary Negotiation (1 hr) 1000 – 1100, TAP BLDG 600; RM B-243	16	21	18
	Advanced Resume (1 hr) 1100 – 1200, TAP BLDG 600; RM B-243	16	21	18
	Federal Resume (1.5 hrs) 1300 – 1430, TAP BLDG 600; RM B-243	16	21	18
	Skills Development (1.5 hrs) 1430 – 1600, TAP BLDG 600; RM B-243	16	21	18
	Employer's Open House (2 hr) 1530 – 1700, TAP BLDG 600; RM B-248 1400 – 1500,			
VALUE ADDED WORKSHOPS	Scholarships & Complete the FAFSA Federal Loan Application (2 hrs) 0900-1100 TAP BLDG 600; RM B-243	15	20	17
	Universal Technical Institution; Mondays 1030 – 1130, TAP BLDG 600; RM Break Area inside B-248	5, 12R, 20, 26	5, 10R, 17, 24, 31	7R, 14, 21, 24S, 28
	FEDERAL HOLIDAYS – TAP CENTER CLOSED	19	4	
PROJECTED TRAINING HOLIDAYS – TAP CENTER OPEN		16-19	1-4	

Career Skills Program (CSP) POC: Mr. Timothy Mullins

TAP Office, Rm B248 907-384-3502, 0800-1600 M-F
 Call for an appointment, Closed for Federal Holidays
timothy.a.mullins.civ@army.mil

TRANSITION RESOURCES

<https://www.dol.gov/agencies/vets/programs/tap>
<https://benefits.va.gov/transition/tap.asp>
<https://myaccess.dmdc.osd.mil/>
<https://www.careeronestop.org/LocalHelp/AmericanJobCenters/american-job-centers.aspx>
www.vetcenter.va.gov
www.militaryonesource.mil
www.CareerOneStop.org

TAP Resources

[Transition Assistance Program | U.S. Department of Labor \(dol.gov\)](#)
[JBERR Army Ed Center | Facebook](#)
[Tap Joint Base Elmendorf - Richardson | Facebook](#)



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Commander's Fact Sheet

Time Before Transition Date

18 months	17 months	16 months	15 months	14 months	13 months	12 months	11 months	10 months	9 months	8 months	7 months	6 months	5 months	4 months	3 months	2 months	1 month
Individualized Initial Counseling (IIC) and Self-Assessment must be done first.																	
		Pre-Separation Counseling															
		ARMY DAY		MY Transition													
				MOS Crosswalk													
				Financial Planning for Transition													
						DOL Employment Fundamentals											
									VA Benefits & Services with eBenefits Registration								
											Continuum of Military Service Counseling (AC Only)						
												Career Tracks					
												Capstone *must be done last*					
														Career Skills Program Eligibility			

- Soldiers who are identified to transition must complete IIC NLT 365 days prior to separation
- Soldiers who are identified as rapid transition must begin TAP immediately
- Soldiers being separated for disability should begin at MEB referral
- Soldiers being separated for program shaping or QMP are notified to start TAP once selected and typically have 7 months
- Retirees can start 24 months prior to retirement

TAP services represented here can be accessed face-to-face at your local TAP Center, through Army TAP Virtual Center (www.armytap.army.mil) or at 800.325.4715.

www.linkedin.com/in/taphq * www.facebook.com/USArmyTAP * www.armytap.army.mil * twitter.com/usaarmy_tap