MANAGING YOUR TRANSITION TIMELINE (MYTT)

CAREER/FINANCIAL RESOURCES:
- American Job Centers
- Assistance from your TAP counselor / Online TAP Schedule
- Basic Skills Improvement Opportunities
- Career Path DECIDE
- Credentialing/Apprenticeship: (COOL/USMAP/MILGARDS)
- Disability Compensation
- DOL Unemployment Compensation for Veterans
- FedHireVets
- Job Counseling and Employment Placement
- Office of Personnel Management Veteran Services
- Personal Finance Resources
- Vet целe mobile application
- Thrift Savings Plan
- Veteran Employment Services Office

TRANSITION ACTIVITIES MUST BEGIN NO LATER THAN 365 DAYS PRIOR TO SEPARATION AND MAY BEGIN AS EARLY AS 24 MONTHS PRIOR TO RETIREMENT

18-24 MONTHS
- Make an appt. with your local TAP Counselor to begin the TAP process
- If retiring, schedule and attend Individualized Initial Counseling and Pre-Separation Counseling (can occur before 365 days, but no later than 365 days prior to separation or retirement)
- Identify a mentor
- Create a LinkedIn account and start to build your network
- Secure your Joint Service Transcript (JST) or COOL Transcript and Verification of Military Experience and Training (VMET)

12-18 MONTHS
- If separating schedule and attend Individualized Initial Counseling and Pre-Separation Counseling
- Explore SkillBridge or career skills opportunities
- Review finances to ensure you are financially ready for civilian life
- Schedule a meeting with a personal financial counselor
- Register for TAP workshops and additional tracks
- Create a master resume
- Consider taking CLEP exams

6-12 MONTHS
- Begin and refine your job search
- Use your master resume to begin drafting targeted resumes
- Arrange for household goods (HHG) transportation counseling if you plan to relocate upon separation
- Review and update your will, and other legal documents
- Decide if you want to register VA health benefits
- If retiring, meet with your Service Retirement Office
- Sign up for a free year of the LinkedIn Premium Subscription
- Start attending career fairs
- Veteran-owned Businesses (SBA)
- Veterans.gov (DOL)
- Veteran Readiness and Employment

EDUCATION RESOURCES:
- Education Benefits (e.g. Post-9/11 GI Bill)
- Professional Education Counseling

HEALTH AND WELLBEING RESOURCES:
- VA.gov/MyHealthVet Accounts in Transition
- Program
- Mental Health Resources
- Peer Support Services
- Recovery Coordination Program
- Suicide Prevention Information
- VA Health Care/Dental Care

4-6 MONTHS
- Start your SHPE and SSHA, visit TRICARE online for information
- Obtain copies of your medical records
- Schedule your physical and dental checkups
- Consider whether to take terminal leave or sell back your leave balance
- Determine if you are eligible for separation pay or early retirement
- Submit a pre-discharge disability claim under the Benefits Delivery at Discharge (BDD), if applicable
- Connect with an American Job Center (AIC) near you
- Schedule Capstone with a TAP Counselor and Commander or their designee
- Review your DD 214 and DD 214
- Research your health insurance options; register for TRICARE (if you are retiring)
- Research life insurance options for self and family
- Contact your medical treatment facility to get copies of your health and dental records
- Complete VA Healthcare registration
- Set up a one-on-one session with a VA Benefits Advisor
- Obtain a Veteran's Preference letter from VA.gov
- Apply for Personalized Career Planning and Guidance
- Update your voter registration

3 MONTHS
- Review your VA Mental Health Access
- VA Solid Start
- VA Vet Centers
- ADDITIONAL RESOURCES:
- Community Support Resources
- DoD TAP Curriculum
- DOL TAP Curriculum
- Joint Services Transcript
- Military OneSource
- National Resource Directory
- Non-military Counseling
- Transition Online Learning
- VA Home Loans
- VA TAP Curriculum
- Veterans Military Exchange Online Shopping Benefit

90 DAYS OR LESS
- If seeking employment, begin applying and interviewing for positions
- Finalize relocation appointments and review your benefits
- Begin to prepare your Disability claim with your local VSO (if not completed previously)
- If retiring and married, make a Survivor Benefit Plan election decision with your spouse
- If retiring, complete DD 2666 with a retirement services office or counselor
- Contact Military OneSource to learn about no-cost resources available to you for your first year post-transition

DAY OF SEPARATION + 365
- Ensure you have multiple certified copies of your DD 214 (Certificate of Release or Discharge from Active Duty) in a fireproof place
- Ensure your VA benefits contact information is updated with your current phone number, email, and address
- Continue to network and stay involved on LinkedIn and other social media sites
- Register for the VA burial pre-need program
- Apply for VA Dental Insurance (if applicable)
- Apply for Veterans ID card, Veteran’s Health Identification Card
- Utilize Military OneSource (up to 365 days post-transition)

Pre-Separation Counseling Resource Guide provided during Pre-Separation Counseling contains information and websites on programs, services, and benefits available pre, during, and post-transition.

Available for download: www.dvidshub.net/DoDTAP

SPOUSE RESOURCES:
- LinkedIn Premium for Military Spouses
- Spouse Education and Career Opportunities
- Spouses
- Transition Employment Assistance for Military

Updated: August 18, 2021