Transition Readiness Initial Counseling Pre-Work

Below are the following tasks to complete ***prior*** to your Transition Readiness Initial Counseling Appointment. If you have questions and/or need assistance, you can contact the TRP office at 808-496-4910 or stop by the office in Building 244.

Requirements

To be completed by ***ALL*** Service members unless specified.

✓	Task	Instructions
	Initiate DD Form 2648 ***myAuth Account required**	1. Visit https://milconnect.dmdc.osd.mil/milconnect/ 2. Click on "**Sign in**" 3. Click on "Create my Auth Account" 4. Click on "**Create an account with CAC**" 5. Provide a personal email for your email token to be 6. Follow the instructions to create a username and password. 7. Log in to Milconnect through myAuth using your new username and password. 8. Click on "**Correspondence/Documentation**" at the top. 9. Select "**DoD Transition Assistance Program (DoDTAP).**" 10. Click on "**Initialize Pre-Separation Counseling**." 11. Click "**Save**," *BUT DO NOT SIGN*.
	Register for your VA.gov account	1. Visit https://www.va.gov 2. Click on "**Sign in**" located at the top right corner of the page. 3. Choose one of the options to sign in then follow the given instructions to create an account and login. 4. *Capture a screen shot of your profile page to present during your Initial Counseling.*
	NAVMC 17301/Self-Assessment/ITP	1. Visit https://hawaii.usmc-mccs.org/marine-family-support/transition-readiness-program 2. Under "**Resource Downloadable**," click on "**NAVMC 17031**." 3. Complete form ***entirely*** digitally or by hand. 4. *Print out completed form and bring with you to your Initial Counseling appointment.*
	Reserve Obligations & Opportunities Brief ***CAC required** ***Retiree Service members exempted***	1. Visit https://www.marinenet.usmc.mil/ 2. Log in then search for "**MFRROOB001**" and click "**View**." 3. Enroll and watch all videos. 4. *Take a picture or print out your certificate of completion showing your name and date of completion. Bring with you to your Initial Counseling appointment.*

✓	Task	Instructions
	Join the Marine for Life Network **Update MOL email address** ***CAC required**	1. Visit https://hawaii.usmc-mccs.org/marine-family-support/transition-readiness-program/marine-for-life-network 2. Click on "**I am a transitioning Marine**" and fill out the request form to connect with a representative. 3. Review resources and additional information provided on the webpage.
	Review the Pre-Separation Counseling Resource Guide	1. Visit https://tapevents.mil 2. Click on "**Resources**" located at the top of the page on "**Pre-Separation Counseling Resource Guide**." 3. Download the file and review the content.
	Locate and download your Joint Services Transcript (JST) ***CAC required**	1. Visit https://jst.doded.mil 2. Click on "**Register**" to create an account or login with your CAC card. 3. Once logged in, click on "**My Transcripts**" located at the top of the page. 4. Click on "**Download MY JST**" drop down. 5. Select "**My Complete JST Transcript**." 6. Download and save a digital copy of your transcript.
	Locate and download your Verification of Military Experience Training (VMET) ***myAuth Account required**	1. Visit https://milconnect.dmdc.osd.mil/milconnect/ 2. Log in to Milconnect through myAuth using your username and password. 3. Select the "**VMET**" at the top and continue to the next step. 4. Click on the blue VMET tab (DD 2586). 5. Click "**Submit**" 6. Download and save a digital copy of your VMET.
	Schedule your Initial Counseling Appointment	1. Meet with your Unit Training Coordinator to request an appointment. 2. Once confirmed, record the scheduled day and time and bring all required items specified above to your appointment.