



Reservations are required. Spouses are encouraged to **register** and attend!
Call the Soldier for Life-Transition Assistance Program office at **703-696-0973**.
Available to all **registered** clients who have **completed** DD2648 and initial counseling.

Your Capstone appointment should be completed NLT 90 days prior to separation.
Please contact our office at 703-696-0973 for scheduling.

Executive TAP

Aug 12 – 16	0730 - 1600
Aug 19 – 23	0730 - 1600
Sept 16 – 20	0730 - 1600

ETS TAP

Jul 8- 12	0730 – 1600
Aug 5 – 9	0730 – 1600
Sept 9 – 13	0730 – 1600

Mid-Grade TAP (E5/6 and O1/3)

Jul 15-19	0730 - 1600
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Entrepreneur Track “Boots to Business”

Sept 24- 25	0830 - 1530
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Accessing Higher Education

Aug 13 -14	0800 - 1600
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Career Exploration & Planning Track

July 1-2	0800 - 1600
Sept 5-6	0800 - 1600

Seven Decisions Before You Retire

July 29	1000 - 1200
Aug 26	1000 - 1200
Sept 23	1000 - 1200

Business Franchise Opportunities

Aug 28	1300 - 1500
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Smart Banking & Using Credit Wisely

July 29	1300 - 1500
Aug 26	1300 - 1500
Sept 23	1300 - 1500

Financial Independence Seminar

July 30*	1000 - 1200
Aug 27	1000 - 1200
Sept 24*	1000 - 1200

Marketing Yourself for a Second Career

July 30*	1300 - 1500
Aug 27	1300 - 1500
Sept 24*	1300 - 1500

Finding and Applying for Federal Jobs

July 30	0900 - 1230
Aug 28	0900 - 1230
Sept 25*	0900 - 1230

Tricare Benefits in Depth

Jul 31	0800 - 1000
Aug 29	0800 - 1000
Sept 26	0800 - 1000

Federal Hiring Process

July 31	1000 -1500
Aug 29	1000 -1500
Sep 26	1000 -1500

*Education Center: Bldg. 417, Room 108

Workshop/Seminar Descriptions

RETIRING AND ETS TAP WORKSHOPS: Transition Assistance Program (TAP) Workshop: This 5 day Workshop is divided into sections on Individual Transition Plan (ITP), MOC Crosswalk to translate military skills to civilian, and the Department of Labor Employment Workshop for job strategies, networking, resume building, and interviewing techniques. Also included is a Department of Veteran Affairs (VA) Benefits and Services Briefing. A class where you learn about your eligibility for further education, health care, compensation and pension, a cheaper home mortgage, a small business start-up guarantee, how to set up survivor and burial benefits, and more. These gifts are yours from a grateful nation. Learn how to use them as well as gain some insight applying for disability claims, ebenefits and MyHealthEVet websites, and the ways Vocational Rehabilitation assists Veterans with service-connected disabilities, aggravated injuries, or illness to successfully enter the civilian workforce. Finally, an AFCPE Certified Financial SFL-TAP Counselor addresses principles of financial planning and management for transitioning military members. Learn strategies for investing, credit, home buying, future retirements, insurance policies, and much more!

CAREER EXPLORATION AND PLANNING: This 2-day workshop offers a unique opportunity to identify skills, increase awareness of training and credentialing programs, and develop an action plan to achieve career goals.

ACCESSING HIGHER EDUCATION WORKSHOP: This 2-day workshop is designed to guide you through a variety of decisions involved in choosing a degree program, college institution, and funding, as well as prepare you for the admissions process.

ENTREPRENEUR TRACK “Boots to Business”: This 2-day workshop offers advice on obtaining an LLC, writing a business plan, funding for veterans, and mentorship to guide you into making your dreams of owning your own business come true.

BUSINESS FRANCHISE OPPORTUNITIES: A two hour class that explains the advantages of franchise ownership. Learn business models, investment ranges, financing options, which franchise to choose, entrepreneur's resources, and more.

FINDING AND APPLYING FOR JOBS: This workshop enlightens Veterans and Transitioning Service Members about Federal Job Search Processes/Strategies: Hiring Reform, Benefits of Federal Government Service, Federal Pay and Advancement, Veteran Preference, Special Hiring Programs, USA Jobs, and much more.

FEDERAL HIRING PROCESS: This workshop examines the process of applying for a federal position, by discussing the GS pay scale, types of service (Competitive Service, Excepted Service, And Senior Executive Service), special hiring authorities (VRA 30% or more Schedule A), veterans preference, and a hands on review of the Job Occupation Announcement/Occupational Questionnaire portions located within the USA Jobs website.

FINANCIAL INDEPENDENCE SEMINAR: This seminar, presented by a trained & working financial planner, provides an extensive overview of personal finance topics for transitioning military personnel including 401(k) & 403(b) (Roth & Traditional), IRA strategies (Roth & Traditional), 529 college savings plan, Thrift Savings Plan (TSP), stock market and mutual fund investing, social security and long term care.

SEVEN DECISIONS BEFORE YOU RETIRE: This seminar reviews seven key decisions that service members must make when transitioning from service. The class discusses how to approach each decision in a way to make a choice best suited to the individual. Survivor Benefit Plan, VA Disability, Life Insurance, Medical and Dental Insurance, Long Term Care coverage, and Social Security options are reviewed.

SMART BANKING AND USING CREDIT WISELY: This is an introductory level seminar for those who seek a basic understanding of banking and the factors that affect one's credit rating. It includes items to consider in maintaining a good credit rating or repairing a poor one.

TRICARE BENEFITS IN DEPTH: Tricare options for retirees.

MARKETING YOURSELF FOR A SECOND CAREER: There are many challenges, rewards, and even stresses when it comes to transitioning from a military career to a civilian career. This guide contains comprehensive advice on planning and conducting an effective job-hunting campaign. Learn what you can do to prepare yourself for a successful transition: including tips for self-marketing, job search, interviews, creating an attention-getting résumé, cover letter, and more.

CAPSTONE: This 30 minute event is for service members to receive one-on-one counseling sessions with counselors to review completed ITP Blocks, two job applications, and any remaining requirements. Service members will also complete the DOD e-Form and will need to provide an email address for their Commander or Supervisor. **July 2019**