FY27 TRANSITION GUIDANCE

TRANSITION ASSISTANCE PROGRAM

GO EARLY! GO OFTEN!

ALL ELIGIBLE TRANSITIONING SOLDIERS – OFFICERS AND NCOs

Begin the transition process NO LATER THAN 13 MONTHS from retirement or End of Service (ETS).

24 MONTHS	18 MONTHS	PORTAL QR
BEFORE RETIREMENT	BEFORE ETS	

TO ENSURE COMPLETION OF MANDATED TRANSITION REQUIREMENTS

1 • GO ONLINE	Complete registration and self-assessment at armytap.appsplatformportals.us. Select FORT LEE as the designated TAP Center.
2 • CONTACT	Contact the Fort Lee TAP Center no later than 24–48 hours after completing self-assessment to schedule an Individualized Initial Counseling (IIC) appointment.
3 • ATTEND IIC	Obtain TIER assignment, schedule Pre-Separation Counseling, and receive guidance for mandatory TAP workshop requirements and follow-up appointments.
4 • SCHEDULE CAPSTONE	Schedule CAPSTONE no later than 90 days prior to retirement or ETS. Additional actions may be required before commander approval and printing the DD2648 eForm.

Appointments / Workshop Registration: 804-734-6612

Email: usarmy.lee.id-training.mbx.tap@army.mil

ALL WORKSHOPS AND EVENTS ARE SUBJECT TO CHANGE.

FORT LEE TRANSITION ASSISTANCE PROGRAM

TAP WORKSHOPS

GO EARLY! GO OFTEN!

PRE-SEPARATION BRIEFS

In Person • 0900–1100 • Room 124

01 SEPTEMBER 15 SEPTEMBER 13 OCTOBER 27 OCTOBER 10 NOVEMBER 24 NOVEMBER 04 DECEMBER 15 DECEMBER 2026	05 JANUARY 19 JANUARY 02 FEBRUARY 16 FEBRUARY 09 MARCH 23 MARCH 2027	06 APRIL 20 APRIL 11 MAY 25 MAY 15 JUNE 29 JUNE 06 JULY 20 JULY 2027	10 AUGUST 24 AUGUST 07 SEPTEMBER 21 SEPTEMBER 05 OCTOBER 26 OCTOBER 2027

ARMY TRANSITION DAY

0800–1600 • Room 124

21 SEPTEMBER 19 OCTOBER 16 NOVEMBER 7 DECEMBER 2026	JANUARY 25 FEBRUARY 22 MARCH 15 2027	12 APRIL 17 MAY 7 JUNE 2027	12 JULY 16 AUGUST 13 SEPTEMBER 2027

DOL EMPLOYMENT FUNDAMENTALS

1-Day EFCT • 0800–1600 Room 124

22 SEPTEMBER 20 OCTOBER 17 NOVEMBER 08 DECEMBER 2026	26 JANUARY 23 FEBRUARY 16 MARCH 13 APRIL 2027	18 MAY 8 JUNE 13 JULY 2027	17 AUGUST 14 SEPTEMBER 2027

VA BENEFITS & SERVICES BRIEF

Offered during TAP workshop weeks • 0800–1600 • Room 124

25 SEPTEMBER 23 OCTOBER 20 NOVEMBER 11 DECEMBER 2026	29 JANUARY 26 FEBRUARY 19 MARCH 16 APRIL 2027	16 APRIL 21 MAY 11 JUNE 2027	16 JULY 20 AUGUST 17 SEPTEMBER 2027

FORT LEE TRANSITION ASSISTANCE PROGRAM

TAP WORKSHOPS • CONTINUED

GO EARLY! GO OFTEN!

DOL EMPLOYMENT WORKSHOP 0800-1600 2-Day DOLEW • • Room 124	23-24 SEPTEMBER 21-22 OCTOBER 18-19 NOVEMBER 9-10 DECEMBER 2026	27-28 JANUARY 24-25 FEBRUARY 17-18 MARCH 14-15 APRIL 2027	19-20 MAY 9-10 JUNE 14-15 JULY 2027	18-19 AUGUST 15-16 SEPT 2027
DOL VOCATIONAL WORKSHOP / C2E • 0800–1600 2-Day • In Person	05-06 OCTOBER 2026	11-12 JANUARY 2027	03-04 MAY 2027	02-03 SEPTEMBER 2027
SBA – BOOTS TO BUSINESS 0900-1500 2-Day Training • Room 124	28-29 SEPTEMBER 30 NOV-01 DECEMBER 2026	8-9 FEBRUARY 21-22 APRIL 2027	26-27 JULY 2027	

CORE TAP WORKSHOPS

ADDITIVE EVENTS

GO EARLY! GO OFTEN!

FEDERAL RESUME / APPLICATION WORKSHOP 1200 – 1300 • Room 106 VETERAN CAREER JOURNEY EXECUTIVE SEMINAR	08 DECEMBER 2026	16 MARCH 2027	08 JUNE 2027	14 SEPTEMBER 2027
LINKEDIN PROFILE WORKSHOP How to Optimize Your LinkedIn Profile 1330 – 1530 • Room 124 WORKSHOP CONDUCTED IN PERSON AND VIRTUAL	15 OCTOBER 2026	18 FEBRUARY 2027	22 JULY 2027	09 SEPTEMBER 2027
VETERAN SMALL BUSINESS SEMINAR 0900 – 1200 • Room TBD	10 FEBRUARY 2027	12 AUGUST 2027		

ADDITIVE EVENTS • CAREER FAIR

CAREER FAIR / HIRING EVENTS

GO EARLY! GO OFTEN!

RECRUIT MILITARY

- 02 SEPTEMBER 2026

VA DVS

- 22 OCTOBER 2026
  28 JANUARY 2027
- 20 MAY 2027
- 22 JULY 2027
- 21 OCTOBER 2027

VA HIRE VETS NOW

- 24 SEPTEMBER 2026
- 15 APRIL 2027

TAP THURSDAY

- 19 NOVEMBER 2026
  10 DECEMBER 2026
- 25 FEBRUARY 2027
  18 MARCH 2027
- 10 JUNE 2027
- 19 AUGUST 2027

PROGRAMS & SERVICES

GO EARLY! GO OFTEN!

HEALTH CARE SESSIONS TRICARE • Virginia DVS • U.S. Department of Veterans Affairs 0800–1230 • Room 124	16 SEPTEMBER 7 OCTOBER 4 NOVEMBER 2 DECEMBER 2026	JANUARY 6 FEBRUARY 3 2027	MARCH 3 APRIL 7 MAY 5 2027	2 JUNE 7 JULY AUGUST 2027	1 SEPTEMBER 6 OCTOBER 2027
VETERAN CAREER JOURNEY EXECUTIVE SEMINAR (Target Audience-E9, O4-O6 & W3-W5)	18 FEBRUARY ROOM TBD 0900 – 1500 2027	22 JULY ROOM TBD 0900 – 1500 2027	9 SEPTEMBER ROOM TBD 0900-1500 2027		
CSP / SKILLBRIDGE EMPLOYER EVENTS 1000 – 1200 ROOM 125	3 SEPTEMBER 8 OCTOBER 5 NOVEMBER 3 DECEMBER 2026	7 JANUARY 4 FEBRUARY 2027	4 MARCH 8 APRIL 6 MAY 2027	3 JUNE 1 JULY 5 AUGUST 2027	2 SEPTEMBER 7 OCTOBER 2027

PROGRAMS • SERVICES • TRANSITION SUPPORT

INVEST IN YOUR FUTURE!

FORT LEE TRANSITION ASSISTANCE PROGRAM

RESUME & EMPLOYMENT WEBINARS

VIRTUAL • EAST REGION

CIVILIAN RESUME WORKSHOP

Thursdays at 10 AM Eastern Time

https:// recruitmilitary.com/resumewebinars

FEDERAL RESUME WORKSHOP

Thursdays at 10 AM Eastern Time

https:// recruitmilitary.com/resumewebinars

ADVANCED EMPLOYMENT WORKSHOP

Thursdays at 10 AM Eastern Time

https://recruitmilitary.com/webinars/

RECRUIT MILITARY®

FORT LEE TRANSITION ASSISTANCE PROGRAM

CONTACTS & PROGRAM RESOURCES

FORT LEE TAP CENTER

Soldier Support Center • Building 3400 • Room 126

Na'Stelle Graves — TAP Transition Services Manager (TSM)

nastelle.p.graves.civ@army.mil • 571-644-5770 • SSC Suite 202, Room D

Deon Albury — TAP Transition Services Specialist (TSS)

Deontrez.v.Albury.ctr@army.mil • 520-673-7970 • TAP/Room 126 D

Yalonda Sturtevant — TAP Center – Contract Installation Manager (CIM)

Yalonda.d.sturtevant.ctr@army.mil • 520-673-8026 • TAP/Room 126 C

CSP / DOD SKILLBRIDGE

TAP Virtual Center • 1-800-325-4715

usarmy.knox.hrc.mbx.tagd-tap-career-skills-program@army.mil

home.army.mil/imcom/index.php/customers/career-skills-program

TRANSITION ASSISTANCE PROGRAM

VETERANS' EMPLOYMENT & TRAINING SERVICE
UNITED STATES DEPARTMENT OF LABOR

Employment Fundamentals of Career Transition (EFCT)

COURSE DESCRIPTION

EFCT is a one-day foundational workshop that introduces essential tools to help you find success in your job search. Learn how to set yourself apart from other applicants and make a memorable impression on employers.

COURSE PREREQUISITES

No prerequisites. However, EFCT content does refer to completed DoD Transition Day modules—Managing Your (MY) Transition, Military Occupational Codes (MOC) Crosswalk, and Financial Planning for Transition, as well as the in-progress Individual Transition Plan (ITP).

COURSE OBJECTIVES

- Identify typical actions to get a job.
- Align employment expectations with personal needs and goals.
- Discover resources to help you search for jobs and find employment.

WHAT TO BRING TO CLASS

- Verification of Military Experience & Training (VMET)
- Performance evaluations
- Military and college transcripts
- MOC Crosswalk Gap Analysis
- Laptop or notebook (if allowed)

RESOURCES

- DOL VETS TAP
  dol.gov/agencies/vets/programs/tap
- My Next Move
  mynextmove.org
- CareerOneStop
  careeronestop.org
- ApprenticeshipUSA
  apprenticeship.gov

HOW TO ENROLL

Classes are offered in person, instructor-led virtual, or self-paced online.

Find Transition Assistance Program classes near you, along with requirements, prerequisites, and additional information, at TAPevents.mil.

VETERANS' EMPLOYMENT & TRAINING SERVICE
UNITED STATES DEPARTMENT OF LABOR

Department of Labor Employment Workshop (DOLEW)

COURSE DESCRIPTION

DOLEW is a two-day employment workshop that focuses on best practices in the job search process. This workshop provides extensive training to help you write an impactful resume, build your network, search for employment, develop interviewing skills, and enhance negotiation tactics.

COURSE PREREQUISITES

Completion of the EFCT workshop is recommended. DOLEW content refers to completed DoD Transition Day modules—Managing Your (MY) Transition, Military Occupational Codes (MOC) Crosswalk, and Financial Planning for Transition, as well as the in-progress Individual Transition Plan (ITP).

COURSE OBJECTIVES

- Begin drafting a master or targeted resume.
- Expand your network and market yourself using social media.
- Develop interview strategies and learn how to respond to job offers.

WHAT TO BRING TO CLASS

- Verification of Military Experience & Training (VMET)
- Performance evaluations
- Military and college transcripts
- MOC Crosswalk Gap Analysis
- Laptop or notebook (if allowed)

RESOURCES

- DOL VETS TAP
  dol.gov/agencies/vets/programs/tap
- My Next Move
  mynextmove.org
- CareerOneStop
  careeronestop.org
- ApprenticeshipUSA
  apprenticeship.gov

HOW TO ENROLL

Classes are offered in person, instructor-led virtual, or self-paced online.

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TRANSITION ASSISTANCE PROGRAM

MANAGING YOUR EDUCATION

Free Virtual Classes & Counseling for Transitioning Soldiers

A two-day workshop plus on-going education counseling—open to all Soldiers preparing to transition.

MYE Virtual Class Schedule

DAY CLASSES
First & Third Wed/Thu each month
8:00 AM – 4:00 PM EST
(0800–1600 EST)

MIDDAY CLASSES
Fourth Wed/Thu each month
11:00 AM – 6:00 PM EST
(1100–1800 EST)

MID-EVENING CLASSES
Second Wed/Thu each month
4:00 PM – 11:00 PM EST
(1600–2300 EST)

OVERNIGHT CLASSES
Fourth Wed/Thu each month
2:00 AM – 9:00 AM EST
(0200–0900 EST)

Class showing as closed?
Contact our office to join the waitlist — waitlisted clients are enrolled and receive Teams links and materials before class.

Education Counseling — Beyond the MYE Class

Education Counselors also serve Soldiers not enrolled in MYE who need guidance on:

- Setting education or career goals
- Interpreting Kuder Inventory assessments
- Completing the school admission application
- Understanding and applying for financial aid and education benefits, including:
  - Montgomery GI Bill (MGIB)
  - Post 9/11 BI Bill
  - FAFSA
  - Scholarships
  - Maximizing Veterans' Benefits
  - Other student aid options

Education Counselors Group Mailbox

usarmy.knox.hrc.mbx.tagd-td-tap-virtual-center-education@army.mil
Toll Free: 1.800.325.4715/PRESS 3

VETERANS' EMPLOYMENT & TRAINING SERVICE
UNITED STATES DEPARTMENT OF LABOR

Career and Credential Exploration (C2E)

COURSE DESCRIPTION

This two-day optional Vocational Track helps you identify your desired career and create a plan to attain it. Participants complete self-assessments that are designed to assist with making career decisions and explore ways to gain new skills and training.

WHY C2E?

Determining your aptitudes, interests, and work values is an essential step in choosing your career path. Explore ways to gain new skills and training while earning licenses, degrees, or certifications to boost your marketability to employers.

DID YOU KNOW?

- Apprenticeships are not just for the trades; **you can gain paid, relevant workplace experience and acquire the skills and credentials** necessary for most career paths.
- According to Apprenticeship.gov, **90% of apprentices** who complete a Registered Apprenticeship retain employment, with an **average annual salary of $84,000**.
- Apprenticeships **provide an income while you are training** so you can minimize debt.

COURSE OBJECTIVES

- Explore career opportunities.
- Define the concepts of career and technical education.
- Identify the training requirements and qualifications needed for your occupations of interest.
- Develop a plan of action to accomplish a specific career goal.
- Complete a comparison of technical training institutions.

HOW TO ENROLL

Classes are offered in person, instructor-led virtual, or self-paced online.

Find Transition Assistance Program classes near you, along with requirements, prerequisites, and additional information, at TAPevents.mil.

RESOURCES

- DOL VETS TAP *dol.gov/agencies/vets/programs/tap*
- My Next Move *mynextmove.org*
- CareerOneStop *careeronestop.org*
- ApprenticeshipUSA *apprenticeship.gov*

VETERANS' EMPLOYMENT & TRAINING SERVICE
UNITED STATES DEPARTMENT OF LABOR

Transition Assistance Program (TAP) Workshops

Employment Fundamentals of Career Transition (EFCT)

EFCT is a one-day foundational workshop that introduces essential tools to help you find success in your job search. Learn how to set yourself apart from other applicants and make a memorable impression on employers.

COURSE OBJECTIVES

- Identify typical actions to get a job.
- Align employment expectations with personal needs and goals.
- Discover resources to help you search for jobs and find employment.

Employment Workshop (DOLEW)

DOLEW is a two-day optional Employment Track that builds on the overview provided in EFCT and includes comprehensive training on interviewing, salary negotiations, and developing a targeted resume to attain the job you desire.

COURSE OBJECTIVES

- Begin drafting a master or targeted resume.
- Expand your network and market yourself using social media.
- Develop interview strategies and learn how to respond to job offers.

Career and Credential Exploration (C2E)

This two-day optional Vocational Track helps you identify your desired career and create a plan to attain it. Participants complete self-assessments that are designed to assist with making career decisions and explore ways to gain new skills and training.

COURSE OBJECTIVES

- Explore career opportunities.
- Identify the training requirements and qualifications needed for your occupations of interest.
- Develop a plan of action to accomplish a specific career goal.

HOW TO ENROLL

Classes are offered in person, instructor-led virtual, or self-paced online.

Find Transition Assistance Program classes near you, along with requirements, prerequisites, and additional information, at TAPevents.mil.

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- Verification of Military Experience & Training (VMET)
- Performance evaluations
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DOL VETS TAP
dol.gov/agencies/vets/programs/tap

My Next Move
mynextmove.org

CareerOneStop
careeronestop.org

ApprenticeshipUSA
apprenticeship.gov