

The events mandated for completion of the Career Readiness Standards are scheduled on a recurring basis as listed below. Changes can occur to the schedule on short notice. Always check with the SFLTAP Center (Bldg 212) for prior to the **scheduled appointment** to verify the appointment time, date, and location; or possible cancellations. 785-239-2278 or 2248.

| EVENT | DAY | FREQUENCY | TIME | ROOM |
|--|------------------------|-----------|------------------------|------|
| PHASE I – PRESEPARATION BRIEFING | | | | |
| PreSeparation Briefing (PSB) | Monday – Friday | Daily | 0900-1100 | 201 |
| Registration into eBenefits, MyHealthVet, Career One-Stop (Included as part of Preseparation Briefing) | | | | |
| Initial Counseling (IC) | Monday – Thursday | Daily | 0900, 1030, 1300, 1430 | 101 |
| PSB/IC | Friday | Weekly | 0900, 1300 | 101 |
| PHASE II – TAP WORKSHOPS | | | | |
| Continuum of Service | Monday – Friday | Weekly | 0830-0900 | 201 |
| Transition Overview | Monday – Friday | Weekly | 0900-1000 | 201 |
| MOS Crosswalk | Monday – Friday | Weekly | 1000-1130 | 201 |
| DOL Employment Workshop | Tuesday – Thursday | Weekly | 0830-1600 | 201 |
| VA Benefits Briefing I | Friday | Weekly | 0830-1200 | 218 |
| VA Benefits Briefing II | Friday | Weekly | 1300-1600 | 218 |
| Financial Planning Seminar | Friday | Weekly | 0830-1500 | 218 |
| Individual Transition Plan Review | Friday | Weekly | 1500-1600 | 218 |
| PHASE III – TRACKS | | | | |
| Technical Track | Tuesday-Wednesday | Monthly | 0830-1600 | 218 |
| Educational Track | Tuesday-Wednesday | Monthly | 0830-1600 | 218 |
| Employment Track | Monday or Wednesday | Monthly | 1300-1600 | 218 |
| EntrepreneurTrack | Tuesday-Wednesday | Quarterly | 0830-1600 | 218 |
| PHASE IV – RESOURCE ACCESS | | | | |
| Resume Writing | Individual Appointment | Daily | 0800-1500 | 101 |
| Employer Networking | 1st Monday | Monthly | 1300-1430 | 218 |
| Local Hiring Fairs | As announced | Quarterly | 1000-1400 | TBD |
| Virtual Job Fairs (Internet) | As announced | TBA | | |
| PHASE V – CAPSTONE | | | | |
| Individual Transition Plan Review | Individual Appointment | Daily | 0830-1600 | 101 |

Course Completion: Scheduled to complete all Career Readiness Standard requirements is 11 days with retirees and DOL exemption it is 8 days.

REFERENCES: The Career Readiness Standards must be completed prior to separation IAW Chapter 58 of Title 10, United States Code sections 201-256 of Public Law 112-56, DoD Directive 5124.02, OSD DTM 12-007 21 November 2012, AR 600-81 17 May 2017, SECARMY Policy Memo 29 August 2011, Army EXORD 054-12, 29 Dec 2011, TRADOC CG Memo 22 May 2012, TRADOC EXORD 12-010, 21 May 2012, FORSCOM CG Memo with EXORD, and Fort Riley CG Policy Memo No. 9.