

# Transition Pre-Work

MCRD/WRR San Diego

**NLT 365 Days - Initial Counseling/Pre-Separation Counseling:**

These individual sessions, provided by the P&PD staff, is designed to establish the foundation of the transition process, an overview of the Transition Readiness Seminar (TRS) and the benefits of preparing for, and ensuring you are placed on the appropriate pathway that meets your intended goals. Upon completion of Initial Counseling, you will be required to complete Pre-Separation Counseling. These mandatory requirements cannot be waived and must be completed prior to registration/entry to the TRS.

**\*\* You MUST register through your UTC prior to Initial Counseling and Pre-Separation Counseling.**

Below are the minimum requirements for attending the initial counseling/Pre-Separation Counseling. **Please check for any additional requirements prior to your appointment.**

**Required Materials To Bring to Initial Counseling/Pre-Separation Counseling:**

- ☐ Initiate your eForm DD2648 (<https://milconnect.dmdc.osd.mil/milconnect/>)
- ☐ Self-Assessment (<https://sandiego.usmc-mccs.org/marine-family-support/transition-readiness>)  
Alternate Source: Request form NAVMC 17031 (.pdf) from TRP staff.
- ☐ eBenefits Premium Registration Dashboard (<https://www.va.gov>)
- ☐ Unofficial Joint Services Transcript (JST) (<https://jst.doded.mil/jst/>)
- ☐ Verification of Military Experience (VMET) (<https://milconnect-pki.dmdc.osd.mil/milconnect>)
- ☐ MILGEARS Career Path Tool (<https://milgears.osd.mil/>)

**1) Initiate DD2648**

**Step 1.** Go to <https://milconnect.dmdc.osd.mil/milconnect/> and click the blue "Sign In" tab at the top right

**Step 2.** Login using either CAC or DS login. Click OK. Select "Correspondence/Documentation" dropdown menu (center tab). Select DoDTAP – Last item on list – opens in a new portal page, Select "Initialize Pre- Separation Counseling" button and follow instructions to complete form

**Step 4.** Electronically Sign, date and print your eForm with your eSignature & EDIPI

**2) Self-Assessment/Individual Transition Plan**

**Step 1. Go to** (<https://sandiego.usmc-mccs.org/marine-family-support/transition-readiness>)

**3) eBenefits Registration (Premium Account)**

Use a computer that contains a Common Access Card and MAKE SURE YOU REGISTER FOR A PREMIUM E-BENEFITS ACCOUNT

**Step 1.** Go to [www.ebenefits.va.gov](http://www.ebenefits.va.gov) and Select "Register".

**Step 3.** Register using your CAC.

**Step 4.** Follow the prompts to register.

**Step 5.** Print screenshot of your profile page and bring it with you to the initial counseling. UPDATED: 9 SEP 2019

#### 4) Joint Services Transcript (JST)

**Step 1.** Visit <https://jst.doded.mil>

**Step 2.** Login with your CAC or username and password

**Step 3.** Select "Transcripts", Save/Print and bring it with you to the initial counseling.

#### 5) Verification of Military Experience and Training (VMET)

**Step 1.** From Marine OnLine (URL: <https://mol.tfs.usmc.mil/mol/ImportantLinks.do> )

**Step 2.** **Update your email address under your Profile.**

**Step 3.** Select the "Department of Defense Transition Readiness Program and eForm" link

**Step 4.** You will be redirected to <https://milconnect.dmdc.osd.mil/milconnect/>. Select the "Sign In" on the upper right hand corner.

**Step 5.** Sign in with CAC or DS Logon and Password

**Step 6.** Under the Correspondence/Documentation section, select "DoD Transition Assistance Program (DoDTAP)".

**Step 7.** Select the "VMET" tab on the DoDTAP website

**Step 8.** Save the document and Cover Letter and bring it with you to the initial counseling.

#### 6) MILGEARS Career Path Tool

**Step 1.** Visit MILGEARS Career Path Tool (<https://milgears.osd.mil/>)

**Step 2.** Select - TRANSITIONING

**Step 3.** Select - Engage My Career

**Step 4.** You will build a downloadable "Learning and Employment Record" (LER) that you can use in the "Select My Path" section to investigate areas of interest, job zones and suggested career fields to help develop a vision of your future opportunities.

**\*\* Upon completion of both Initial Counseling and Pre-Separation Counseling, you MUST see your UTC to register to attend the TRS and all applicable tracks.**

Be PROACTIVE ...

PERSISTENT...

PREPARED...

