WARINE *Family* **Family SELF-ASSESSMENT/INDIVIDUAL TRANSITION PLAN**

OVERVIEW: Your Self-Assessment/Individual Transition Plan is your road map for attaining your employment, education, vocational, and entrepreneurial goals and will help you make a successful transition to civilian life. Complete your plan, keeping in mind this is a living document that will be modified as you near transition. As part of your transition, there are Career Readiness Standards (CRS) that you will be required to meet. CRS are designed to increase your ability to successfully overcome any challenges in pursuit of your post-transition goals. This document is a Career Readiness Standard (CRS), and will be required during your **Initial Counseling** and **Capstone Review** appointments. **CRS are noted by 3 asterisks (***) throughout the document.**

SECTION A: SERVICE MEMBER INFORMATION

Name:	Date of Birth:	Gender:	DOD ID:	Anticipated EAS:	
Branch of Service:	Rank:	Component:		MOS:	
Length of Service:	Installation:		Unit:		
Type of Discharge:	Character of Disch	Character of Discharge:		Anticipated Disability:	
Highest Level of Educati	on: Marital State	Marital Status:		# Dependents	
Personal Email:	Work Email:	Phone:			

SECTION B: TRANSITION DATES

Step 1: Initial Counseling/Pre-Sep Counseling Due Date (EAS date - NLT 365 days):

Step 2: Transition Readiness Seminar (TRS) Due Date (EAS date-NLT 180 days):

Step 3: Capstone Review Due Date (EAS date- NLT 120 days):

Step 4: Commander's Verification Due Date (EAS date-NLT 90 days):

SECTION C: PERSONAL ASSESSMENT

□ <u>Register on eBenefits***</u>

- 1. Visit <u>eBenefits</u> and <u>register</u> for a DS Logon Premium Account for access to personalized benefits and information.
- 2. Date completed:
- □ Individual/Family Insurance Considerations
 - 1. Identify individual/family needs (e.g. as medical care, dental expenses, location of potential providers, exceptional family member needs, care of elderly parents, etc.)
 - 2. Visit <u>www.healthcare.gov</u> to evaluate costs of health insurance.
 - 3. Explore options for Life Insurance and/or Survivor Benefit Plans.
 - 4. Visit <u>MilitaryOneSource</u>, <u>VA Vet Centers</u> or <u>DoD inTransition</u> Program for information on confidential mental health services.

SELF-ASSESSMENT/INDIVIDUAL TRANSITION PLAN

Post-Transition Housing and Relocation Considerations

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- 1. Do you have a place to live after you transition? \Box Yes \Box No
- 2. Have you identified current housing expenses to include furnishings, maintenance/repairs, mortgage/rent, taxes/fees, utilities and home owners insurances, etc? □ Yes □ No
- 3. Assess impact of individual/family requirements on relocation options (e.g. quality of local schools, availability of medical care, spouse employment opportunities, etc.).
- 4. Will costs of living be higher than current living arrangements? \Box Yes \Box No
- 5. Will you have a support system (e.g. Family, Friends, Mentor, Transportation, Housing) in place upon relocation?
 Yes No
- 6. Consider using one or more cost of living calculators, such as those provided by <u>bankrate.com</u>, <u>payscale.com</u>, <u>nerdwallet.com</u>, and/or <u>moving.com</u>.
- 7. The installation transportation office can provide information about the movement and storage of your household goods.
- 8. Visit the VA website to get information on the <u>VA home loan program</u>.

Post-Transition Transportation Considerations

- Will you have reliable transportation to-from your place of employment and/or school?
 □ Yes □ No
- 2. Have you reviewed your vehicle payment, insurance, registration and taxes?
 Yes No
- 3. Is there a need to purchase a new vehicle for you or spouse/dependents?
 Yes No
- 4. If you are disabled, determine if you are eligible for assistance in purchasing a vehicle and/or automotive adaptive equipment by visiting: http://www.warms/vba.va/gov

Criterion-Based Financial Plan for Military to Civilian Transition ***

- 1. Have you initiated a 12 month post-transition budget? Visit the <u>Marine for Life Cycle</u> for a copy of the criterion based budget worksheet.
- 2. Are you planning for retirement/separation (i.e. TSP/401K/IRA)?
 Yes No
- 3. Have you evaluated your current and projected income, expenses, and debt? \Box Yes \Box No
- 4. Do you have adequate funds to support family expenses and emergencies? \Box Yes \Box No
- 5. Is additional assistance needed in preparing for finances post-transition? \Box Yes \Box No
- 6. Have you reviewed your free credit report at www.annualcreditreport.com? \Box Yes \Box No
- 7. Have you examined your tax status with regard to taxable income? \Box Yes \Box No
- 8. Do you have an up-to-date will and/or power of attorney?
 Yes No

- SELF-ASSESSMENT/INDIVIDUAL TRANSITION PLAN Family Readiness Program
 - 9. Have you visited an installation Personal Financial Management Specialist to assist with developing a budget based on your current financial obligations (e.g., living expenses, education expenses, security deposits and debt) and anticipated post-transition expenses? \Box Yes \Box No

□ Evaluate the Benefits of the Reserve Component***

Transition

- 1. Attend the Reserve Opportunities and Obligations Brief (ROOB), to evaluate the benefits of joining the Reserve Component, if applicable.
- 2. Any Guard or Reserve member facing employment difficulty prior to or after an active duty tour can contact Employer Support of the Guard and Reserve (ESGR) to learn their legal rights.

Community Resources and Peer to Peer Support

- 1. Does the thought of leaving the military create stress on you or your family? Ves No
- 2. Do you have a support system (personal counsel/mentoring) in place to support your transition? □ Yes □ No
- 3. Join the Marine For Life Network. The Marine For Life Network (M4L) connects transitioning Marines and their family members to education resources, employment opportunities, and other Veterans services that aid in their career and life goals outside of military service.
- 4. Visit the National Resource Directory (NRD). The NRD is a resource website that connects wounded warriors, Service members, Veterans, their families, and caregivers to programs and services that support them.

SECTION D: **MOS/ CAREER FIELDS**

Career Field: Designate the career field you wish to pursue based on your personal, family, and financial obligations and desires.

Desired Career Field:

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Desired Relocation Destination:

Identify your primary and additional MOS Titles

- 1. PMOS:
- ADMOS 1:
- 3. ADMOS 2:

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□ <u>The Interest Profiler Assessment***</u>

Family Readiness Program

Transition

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 You will complete the <u>O*Net Interest Profiler</u> during the MOC Crosswalk course. Greater success and satisfaction occur when an individual's interests and personality type are compatible with their work environment. RIASEC scores are a measurement of your personality. <u>MyNextMove for</u> <u>Veterans</u> provides RIASEC scores for occupations.



Retrieve your Verification of Military Experience and Training (VMET) Document

 The <u>VMET</u> (DD Form 2586), provides an overview of your military experience and training. You can use this document with your DD Form 214, evaluation records, training certificates, awards, transcripts, and other documentation to complete a Job Application, identify credit recommendations from the American Council of Education (ACE), and possible certification/waiver of apprenticeship requirements.

□ <u>Retrieve your Joint Services Transcript (JST)</u>

 Your <u>JST</u> is an academically accepted document approved by ACE to validate your military occupational experience. The JST also includes military course completions, descriptions of military occupations, and college level test scores.

Update your Marine Online (MOL) email address

1. Have you updated your email address in MOL to ensure you stay up to date on meeting your transition milestones?
Yes
No

SECTION E: DETERMINE POST-TRANSITION GOALS (SELECT/COMPLETE ALL THAT APPLY)

Employment

- 1. Do you already have post-military employment?
 Yes No

- a. If yes, attend the Department of Labor 2-day track and complete a Draft Resume***
- b. Obtain at least 3 References who can attest to your technical skills and character
- c. Record Volunteer experience that contributes to work experience and community support
- d. Establish a <u>USAJOBS</u> account and research potential federal employment opportunities if interested in federal employment
- e. Examine the Employment related resources provided as part of the Marine for Life Cycle.
- f. Attend a LinkedIn course/set up profile and join the Marine for Life Network.
- g. Seek out and use additional resources such as the local DOL <u>Workforce Development</u> <u>Office/American Job Center</u>.

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Education

- Do you currently possess a degree or certification? List degree or certification
- 2. Do you currently attend a college or university?
 - a. If yes, is it full time or part time?
- ☐ Yes☐ No☐ Full☐ Part☐ Yes☐ No

🗆 Yes 🗆 No

- 3. Do you plan to go to college immediately?
 - a. If yes, attend the Accessing Higher Education (AHE), 2-day track to learn how to compare institutions of higher learning***
 - a. Schedule one-on-one counseling with an Education Service Officer or Counselor.
 - b. Acknowledge understanding of transferability requirements (if transferring benefits).
 - c. Examine the <u>Higher Education resources</u> provided as part of the <u>Marine for Life Cycle</u>.
 - d. Department of Education: Federal Student Aid: Choosing a School
 - e. Department of Education: College Navigator, College Scorecard, and Federal Student Aid.
 - f. Identify potential sources of income while attending school (e.g., employment options and <u>scholarship/grant</u> eligibility including academic, athletic, <u>need-based</u>, <u>veteran status</u>, college- or career-specific).
 - g. Department of Veterans Affairs (VA): Choosing a School
 - h. Contact the local <u>VA representative</u> to identify local Veteran resources.
 - i. <u>Apply for GI Bill benefits</u> once you understand the criteria (if applicable). Contact the academic institution GI Bill certifying official to confirm GI Bill eligibility and acceptance.
 - i. VA Certifying Official name and contact information:

Credentialing/Apprenticeships

- 1. Are you currently attending a career technical institution?
- 2. Do you currently possess professional licenses or certifications? \Box Yes \Box No
- 3. Have you ever participated in the USMAP/SkillBridge program? \Box Yes \Box No
- 4. Do you require additional technical/apprenticeship training in your desired career field?

 Yes No
 - a. If yes, attend the Vocational Training 2-day track to learn how to compare technical training institutions***
- 5. Determine Credentialing/Apprenticeship/On-the-job training opportunities such as:
 - a. Marine Corps Credentialing Opportunities On-Line (COOL)
 - b. <u>DoD SkillBridge</u> Program
 - c. VA On-The-Job Training and Apprenticeship
- 6. Examine the Career and Technical Training related resources provided in the Marine for Life Cycle.

Entrepreneurship

- 1. Do you already have your own business? \Box Yes \Box No
- 2. Do you desire to start your own business? \Box Yes \Box No

a. If yes, attend the Boots to Business (B2B), 2-day track

- b. Conduct market research on the business you plan to start
- c. Develop a business plan
- d. Determine legal requirements, tax implications, licenses, and hiring practices

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 e. Examine the <u>Entrepreneurship related resources</u> provided as part of the <u>Marine for Life Cyce</u> <u>Other Post-Transition Goals</u> a. I do not know what I plan to do. b. Retiree. Other: Enter your other post-transition goal(s). 	<u>cle</u>				
Enter additional notes/items for consideration here:					
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SELF-ASSESSMENT/INDIVIDUAL TRANSITION PLAN

SECTION F: TRANSITION READINESS SEMINAR (TRS) ATTENDANCE AND CAREER READINESS

There are TRS attendance and CRS requirements you will be expected to meet prior to transition. Some CRSs apply to all career paths (Employment, Education, Vocational Training) while others only apply to a specific career path. TRS and CRS completion/attainment will be documented on your <u>DD</u> Form 2648 eForm.

1. <u>Transition Readiness Seminar Attendance Requirements</u>

- Upon completion of Initial Counseling, check your <u>DD Form 2648 eForm</u> for specific TRS and CRS requirements as determined by your Transition Counselor.
 - i. Marine Corps Day One (mandatory)
 - ii. VA Benefits and Services Day (mandatory)
 - iii. Department of Labor One Day Course (mandatory unless exempt)
 - iv. Additional Tracks Offered
 - 1. Department of Labor 2 Day Track *
 - 2. Accessing Higher Education 2 Day Track*
 - 3. Vocational Training 2 Day Track*
 - 4. Entrepreneurship 2 Day Track*

2. Career Readiness Standards Requirements

Register for eBenefits

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- Prepare a <u>criterion-based Financial Plan</u> for military to civilian transition
- Complete this Self-Assessment/Individual Transition Plan (ITP)
- Complete a <u>Continuum of Military Service Opportunity Counseling</u> (Active Component Only)
- Gap Analysis or Verification of Employment

3. Department of Labor Employment Track (if applicable)

- Completed Resume
- 4. Accessing Higher Education or Vocational Training Track Career Readiness Standards (if applicable)
 - □ Complete a <u>comparison</u> of higher academic or technical training institution options.

SECTION G: CAPSTONE REVIEW AND COMMANDER'S VERIFICATION

- □ Complete <u>Capstone Review</u> with the Transition Readiness staff no later than 120 days from EAS.
- Complete <u>Commander's Verification</u> no later than 90 days from EAS.

SECTION H: TRANSITION TIMELINE

Transitioning Service members are encouraged to develop a <u>Transition Timeline</u> as part of the <u>Marine for Life</u> <u>Cycle</u> to follow your individual timeline. <u>Highly qualified professionals</u> are available to assist you in developing this timeline. This sample timeline does not include all of the possible considerations you need to make, as transition requirements vary by individual.