

Transition Readiness Seminar Pre-Work Instructions

You will bring the following items with you to Day 1 of TRS

- Go to **Marine Online (MOL)** <https://www.mol.usmc.mil> to complete items 2 – 6.
- On the MOL Home Page enter the tab “**A Few Good Links.**”
- All pre-work links can be found while in this tab.

Computers and assistance can be found in the Career Resource Management Center located in building 852, Monday – Friday, 0730 – 1500 hrs.

(If you do not have CAC access, create log-in accounts and a DS-LOGON through eBenefits “Register”)

- 1. Attend Pre-Separation Counseling Brief:** Mandatory before TRS. Briefs are given every Wednesday from 1600-1800 hours in the Transition Classroom, Building 852. Certificate will be distributed at the end of class.

- 2. TGPS Personal Financial Planning for Transition:** (JKO course)

1. Take Me To Course	3. Course Number -US003
2. Enter Prefix TGPS	4. Search

 Print the end of course certificate.

- 3. eBenefits: Register** for a premium account. Print a copy of your login page with your name on it.

- 4. Verification of Military Experience and Training (VMET):** Follow the directions to access your VMET. Print your VMET.

- 5. Joint Services Transcript (JST):** Click “Transcripts” tab at the top of the page and select “Combo Report” to print an individual, unofficial transcript.

- 6. (Must be completed after attending the Pre-Separation Brief)**
Department of Defense (DoD) Transition Assistance Program and eForm: Under this link, initiate your eForm DD2648.
 - Using the top tool bar, click on **Login to DODTAP.**
 - On the following screen select **Service Members and Veterans.**
 - Using either a CAC or DS LOGON, continue log in.
 - Select **Initialize Pre-Separation Counseling.**
 - Complete **Section I**, review **Section II.**
 - Click to **SAVE** updates and digitally sign **Section IV.**
 - Print page 1 as verification that eForm process has been initiated.

MCCS CAREER RESOURCE MANAGEMENT CENTER

TRANSITION READINESS PROGRAM

MCAS-YUMA

MCAS BOX 99119 YUMA, ARIZONA 85369

PHONE: 928-269-5181/3150/3159

FAX: 928-269-3723 DSN: 269-5181

Once you have **all 6** items, take them to your UTC/Career Planner for verification. Once verified, your UTC/Career Planner will contact the Transition Office to register you for TRS.

Day of TRS:

- You must have items 1-6 with you on the first day to be admitted.
- TRS begins promptly at 0730 hours at MCAS Yuma, building 852, training room 157. This is the same building as Legal and Station ID.
- You are preparing for the next phase of your life and the attire for the week will be "Business Casual." **This means NO denim jeans, NO shorts, flip flops, bare shoulders or yoga pants/leggings.**