

*Transition Tracking Checklist*

Name: \_\_\_\_\_ Rank: \_\_\_\_\_ Branch: \_\_\_\_\_

EAS: \_\_\_\_\_ Terminal Leave Date: \_\_\_\_\_ DOD ID#: \_\_\_\_\_

Unit: \_\_\_\_\_ UTC: \_\_\_\_\_ CO/Designee: \_\_\_\_\_

	Appointments / Classes	Date/Time	Advisor Initials
	Initial Counseling	_____	_____
	Pre-Separation Counseling Brief	_____	_____
	TRS _____	_____	_____
TRS Modules	Managing Your Transition (MY Transition)	_____	_____
	Military Occupational Code Crosswalk (MOC)	_____	_____
	Reserve Opportunities and Obligations (ROOB)	_____	_____
	Financial Planning for Transition	_____	_____
	VA Benefits	_____	_____
	Employment Fundamentals of Career Transition (DOL day 1)	_____	_____
Tracks	Dept. of Labor Employment Workshop (DOLEW)	_____	_____
	Managing Your Education (MY Education) (AHE)	_____	_____
	Vocational Track (VOC)	_____	_____
	Entrepreneurship Track (Boots to Business) (B2B)	_____	_____
	VA Appointment (optional)	_____	_____
	Education Advisement (optional)	_____	_____
	Budget Review	_____	_____
	Resume Assistance	_____	_____
	Capstone Review	_____	_____
<b>Career Readiness Standards</b>			
	Registered on eBenefits	_____	_____
	Completed resume or provided employment verification	_____	_____
	Prepared a criterion-based, post separation financial plan	_____	_____
	Completed a criterion-based Individual Transition Plan (ITP)	_____	_____
	Completed a Continuum of Military Service Opportunity Counseling (Required Active Component Only)	_____	_____
	Verify a completed Gap Analysis or provide verification of employment	_____	_____
	Completed a comparison of higher education or vocational technical training institution options	_____	_____