

## **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 1 - 7.
- On the MOL Home Page enter the tab “**A Few Good Links.**”
- All pre-work links can be found while in this tab.

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

- 1. Transition Readiness Seminar “Pre-Work Webinar”:** Scroll to “**Transition Readiness Training**” to locate the webinar. After completing the webinar, print the certificate.
- 2. TGPS Personal Financial Planning for Transition:** (JKO course)
 

1. Take Me To Course	3. Course Number – <b>US003</b>
2. Enter Prefix <b>TGPS</b>	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. Department of Defense (DoD) Transition Assistance Program and eForm:** Under this link to initiate your eForm DD2648. Using either a CAC or DS LOGON, log into “Service Members and Veterans”. Select “Initialize Pre-Separation Counseling.” Complete Section I, digitally sign Section IV, and save the form. **Once digitally signed and saved, print page 1 as verification that eForm process has been initiated.**
- 5. Verification of Military Experience and Training (VMET):** Follow the directions to access your VMET. Print your VMET.
- 6. Joint Services Transcript (JST):** Click “Transcripts” tab at the top of the page and select “Combo Report” to print an individual, unofficial transcript.
- 7. DFAS myPay:** Print a copy of your “Leave and Earnings Statement (LES).
- 8. 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.

Computers and assistance can be found in the Career Resource Management Center located in building 852, Monday – Friday, 0730 – 1400 hrs.

# 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 8** 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 1-8 with you on the first day to be admitted.
- TRS begins promptly at 0730 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.**