

NAVY REGION NORTHWEST CAPSTONE EVENT CHECKLIST REQUIREMENTS

In order to assure that service members are prepared and have the appropriate items to attend Transition Assistance Program courses at **NRNW FFSCs**, the following checklists are **REQUIRED** and **will be turned into FFSC staff when checking in on the first day of the course.**

Required information / items to attend **CAPSTONE EVENT:**

SVM NAME: _____ DoD ID# _____ COMMAND: _____

CCC INIT	SVM INIT	INFORMATION OR REQUIRED ITEM
		SVM is within 150 – 90 days prior to separation / retirement
		SVM was scheduled for class by CCC through Regional Schedulers and received confirmation e-mail. Capstone Date: _____ Capstone Time: _____
		eForm DD2648 has been verified in Capstone Review in DMDC TACL Database (dodtap.mil) Service members Tier Assignment: 1 / 2 / 3
		Designated Command Representative Final Authority for eForm Name: e-mail address: Phone number:
		Appropriate Civilian Attire = NO tattered jeans, hats inside, shorts, no PT gear, no low cut blouses or short skirts, no flip flops. <ul style="list-style-type: none"> • If you do not have appropriate civilian clothing, uniform of the day is always welcomed. • Standard Navy Grooming Standards
		VA eBenefits DS Login User Name and Password (www.ebenefits.va.gov)
		Career Interest Assessment tool (O*NET Interest Profiler or Kuder Journey)
		Career Track Waived by command or designee (TIER 1 & 2)
		12 month post-separation spending plan (TIER 2 & 3 ONLY)
		Individual Transition Plan - completed
		MOC Crosswalk Gap Analysis results (spiral book from day 1 TGPS class) (TIER 2 & 3 ONLY)
		Completed job application package (resume, references and 2 submitted application) or job offer (TIER 2 & 3 DEPENDS ON TRACK SELECTION)
		Comparison of Technical Institutions, or Comparison of Colleges/Universities (TIER 2 & 3 DEPENDS ON TRACK SELECTION)