In order to assure that service members are prepared and have the appropriate items to attend Transition Assistance Program courses at **NBK, BANGOR FFSC** 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.   * 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](http://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) Yes No |
|  |  | 12 month post-separation spending plan (TIER 2 & 3 ONLY) |
|  |  | ITP |
|  |  | MOC Crosswalk Gap Analysis results (spiral book from day 1 TGPS class) (TIER 2 & 3 ONLY) |
|  |  | Completed job application package (resume, references) 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) |