Credentialing Assistance (CA) and the new *ArmyIgnitED!*

Presented by:
ARNG Education Services Branch
National Guard Bureau
(ARNG-HRH-C)

Agenda

- Benefits
- Guidelines
- Eligibility
- Military Service Obligation
- Recoupment
- Using CA and MGIB
- Applying for CA in GoArmyEd
- Applying for CA in ArmyIgnitED
- Army COOL
- Top 10 Credentials

Benefits

- Credentialing Assistance (CA) is a new program that Soldiers can use to obtain a credential or licensure to enhance your military and/or civilian career

- CA pays up to $4,000/year (max TA and CA)

- CA may be used to pay for training, materials, books, fees, test/exam costs

Guidelines

- Credential **MUST** be listed in **Army COOL web site**
- Credentials do **NOT** have to be related to your MOS
- All expenses paid **PRIOR** to the start of the course/exam
- Soldiers who pay out of pocket will **NOT** be reimbursed
- Books and materials are mailed directly to the Soldier

Eligibility

- Must have completed IADT (AIT, WOBC or BOLC)
- Cannot be flagged
- Must have an ArmyIgnitED account and cannot be on hold (Acceptable holds: Tier, GPA, Civ. Ed, Student Agreement)
- Must complete the course prior to separation or ETS

Military Service Obligation (MSO)

- Enlisted Soldiers
  - ✓ Must have sufficient time in service remaining to complete all courses before separating
- Reserve or Army National Guard Officers (CW2, 2LT and above)
  - ✓ Subject to four-year MSO after last day of the course
- Active Duty/AGR Officers (CW2, 2LT and above)
  - ✓ Subject to a two-year MSO after last day of the course

Note: Officers and Warrant Officers using CA for **TESTING** or **RECERTIFICATION** do not incur a service obligation (capped at $2,000 on their last year of service).

Recoupment

- Soldiers are subject to recoupment if:
  - ✓ Fail an exam/course
  - ✓ Withdraw from a course of instruction
  - ✓ Fail to sit for an exam in the timeframe required to earn the credential*
  - ✓ Do not complete their MSO

*Unless Soldier obtains an approved military withdrawal

Using CA and GI Bill

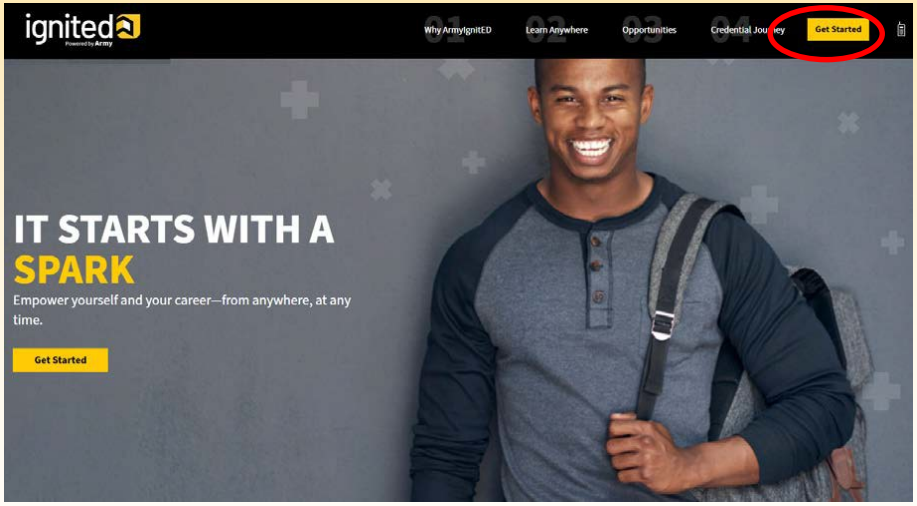
- Soldiers cannot use CA and GI Bill benefits to pay for the **same expenses**
- However, Soldiers can use their GI Bill benefits to request reimbursement for exam related fees/costs that CA did not pay
- Soldier must pay out-of-pocket for the exam and request reimbursement from VA (form VA 22-0803)

Applying for CA

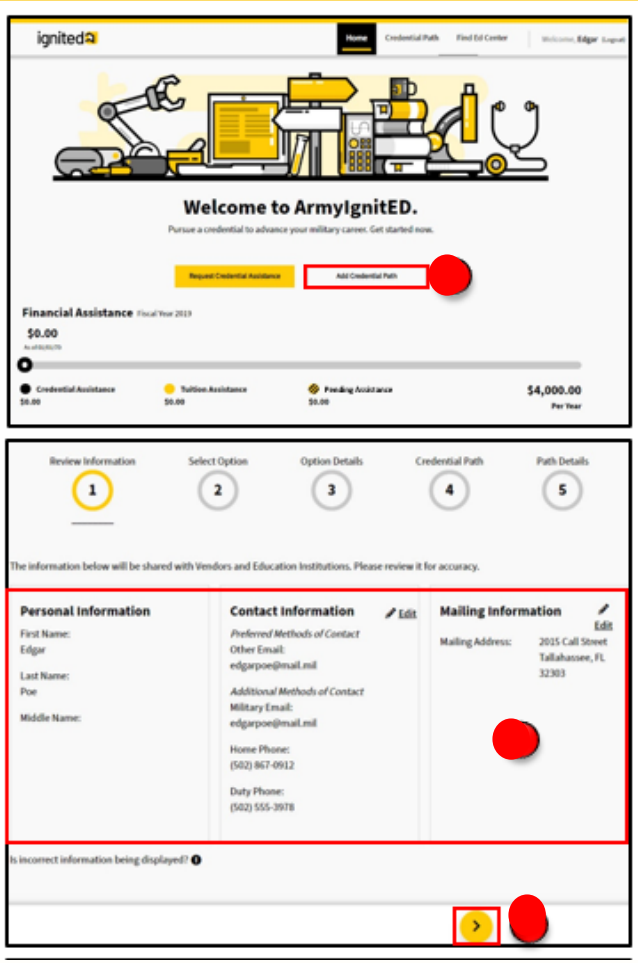
- Decide the type of credential you need/want (Credential, Apprenticeship, License, Badge, Certification)
- Contact your state's Education Services Specialist to receive counseling **AND** the most current process of how to submit the request.
- Find the credential on the Army COOL Website; go to **https://www.cool.osd.mil/army**
- Select a training provider

ArmyIgnitED Process – 3 Steps!

- **Step 1: Create an account**
  - ✓ Go to www.armyignited.com and create a student user account with a Login.gov account



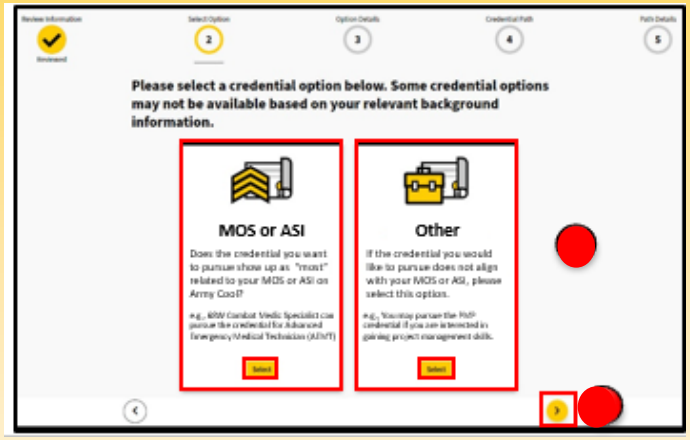
ArmyIgnitED Process



- **Confirm Personal Info**

  - ✓ From Home Page click '**Add Credential Path**'
  - ✓ Confirm all personal Information
  - ✓ Click the yellow arrow

ArmyIgnitED Process



- **<u>Step 2</u>: Create a Credential Path and Select Training Methods**

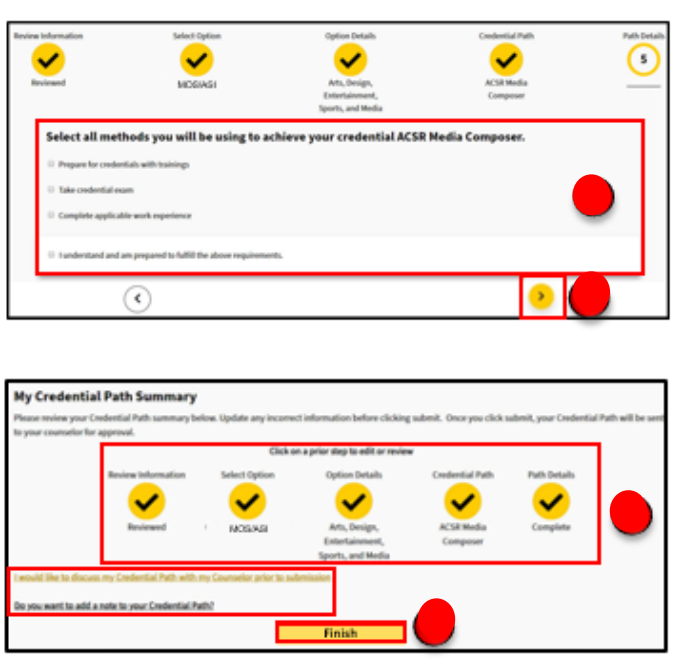
✓ Select a credential path (MOS/ASI or Other), click '**Select**'

✓ Click the yellow arrow

✓ Search for the credential in the text entry field, click '**Select**'

✓ Click the yellow arrow

ArmyIgnitED Process



- **Select Training Methods**

✓ Select all methods to be used to achieve the credential

*Prepare for Credentials & Training

*Take Credential Exam

*Complete Applicable Work Experience

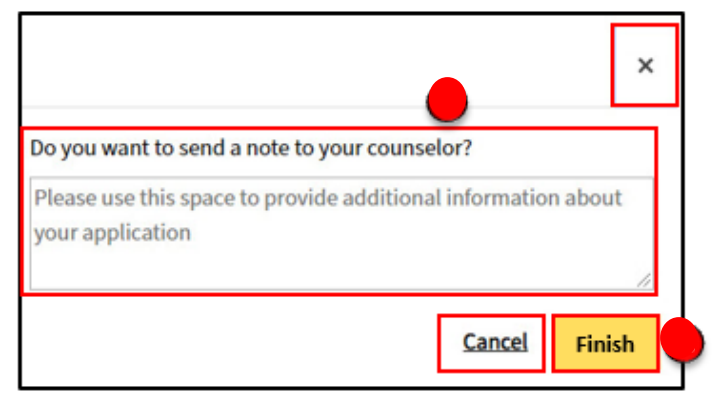
✓ Click the yellow arrow

✓ The credential path summary will appear

*The opportunity to discuss the credentialing path selected (**prior to submission**) with your counselor will appear

✓ Click '**Finish**' to submit for approval

ArmyIgnitED Process



- **Contact Your Counselor**

✓ Send a note to your counselor

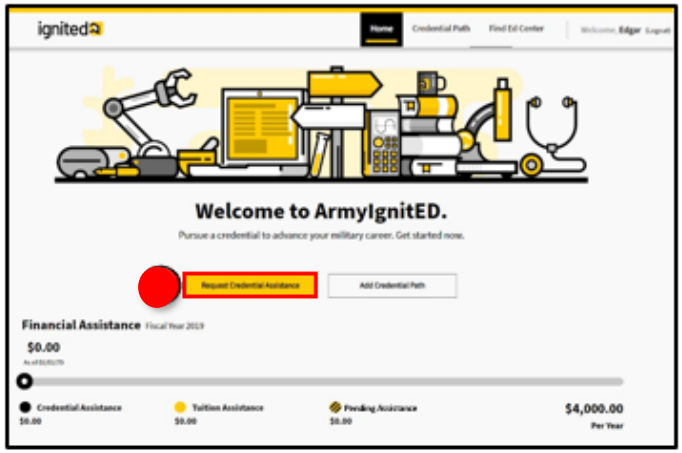
*Ask Questions

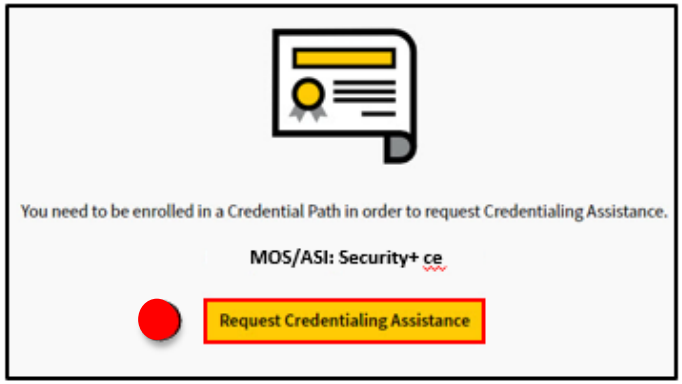
*Receive Counseling

*Request information

✓ Click '**Finish**'

ArmyIgnitED Process

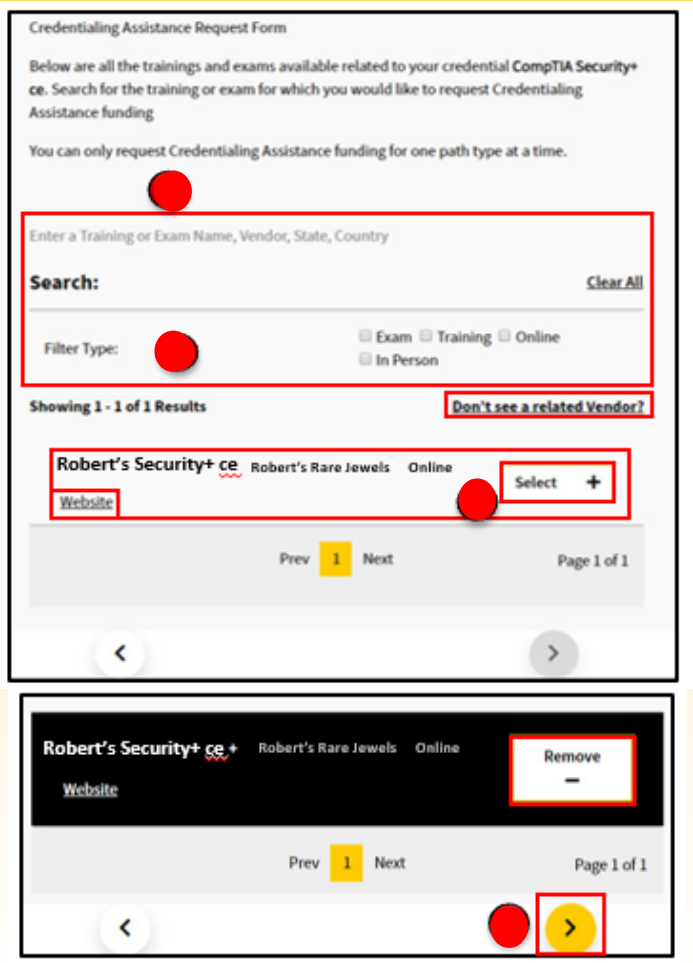




- **<u>Step 3</u>: Request Credentialing Assistance**

  ✓ Click on '**Request Credentialing Assistance**'

ArmyIgnitED Process



- **Search for Credential & Select Training Provider**

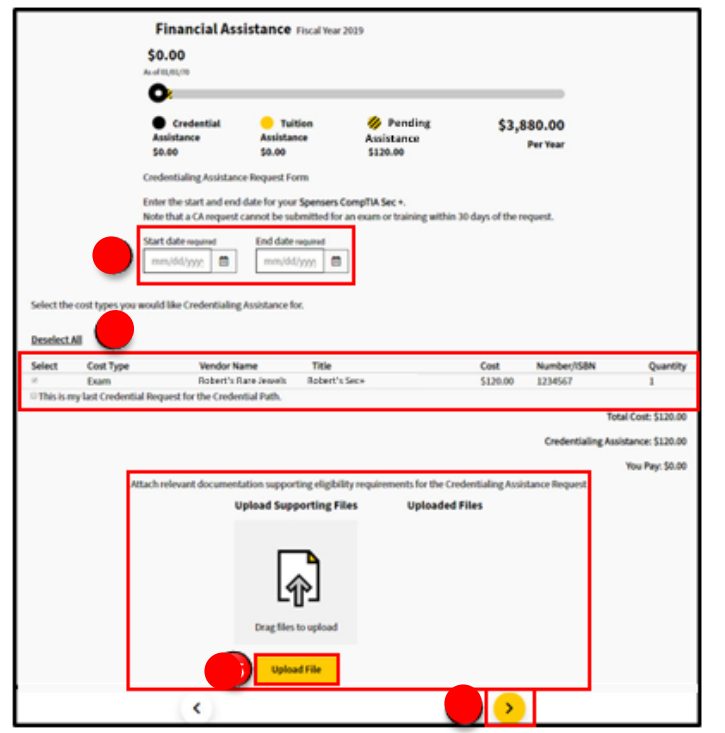
✓ Filter results by: Exam, Training, Online, or In-Person

✓ Select a Training Provider

✓ Click ‘Select +’ to choose provider

✓ Click the yellow arrow

ArmyIgnitED Process



- **Enter Course Information**

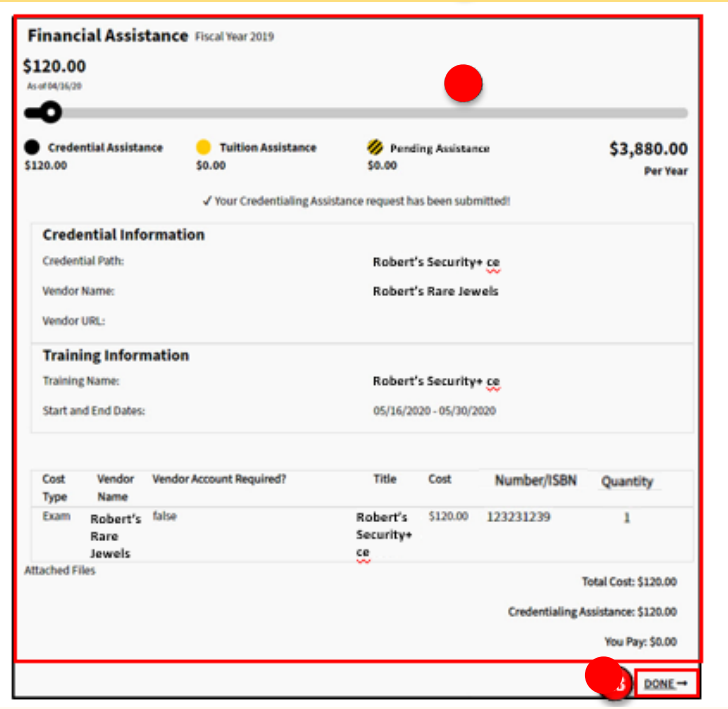
✓ Enter Start and End dates

✓ Select costs types

✓ Upload any relevant documentation

✓ Click the yellow arrow

ArmyIgnitED Process



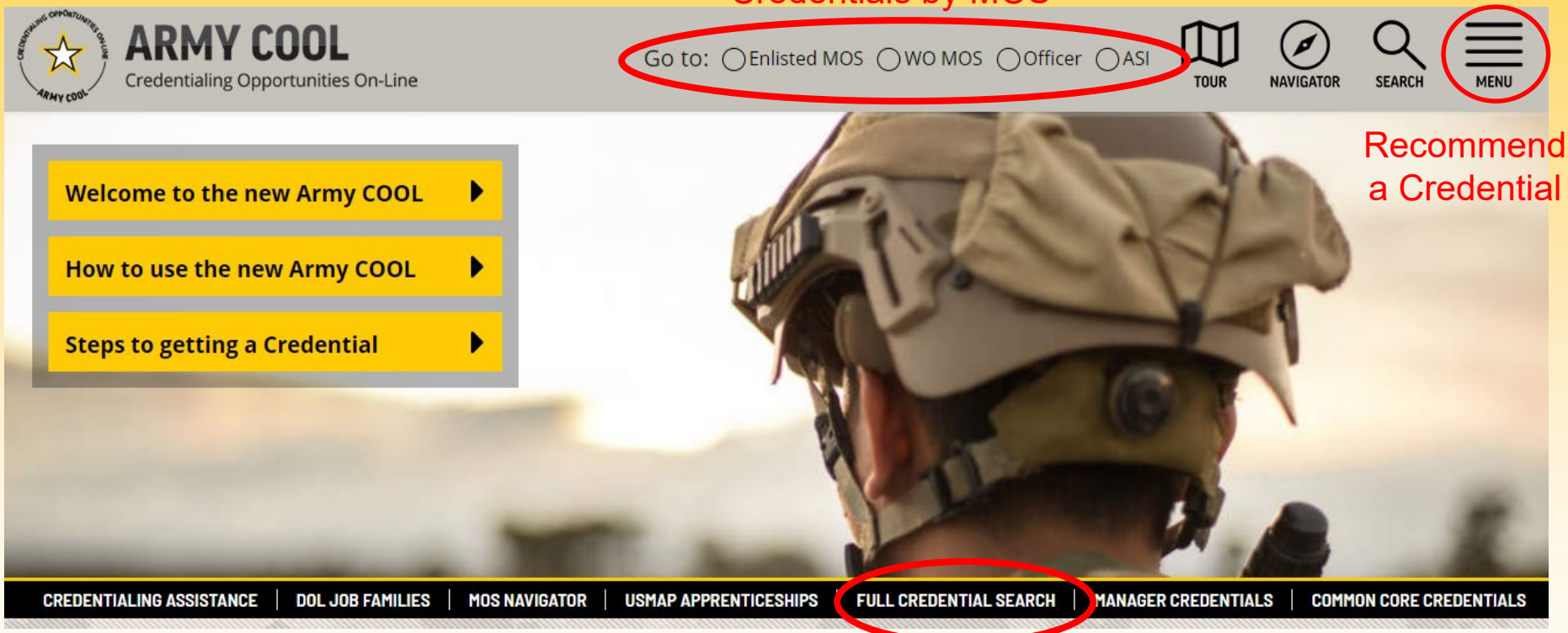
- **Review Information**

✓ Review all information to include, funding, credential, vendor, and start date. (Remember to submit your request a minimum of **30 business days** prior to course/exam date)

✓ Click '**Done**'

Army COOL

Credentials by MOS

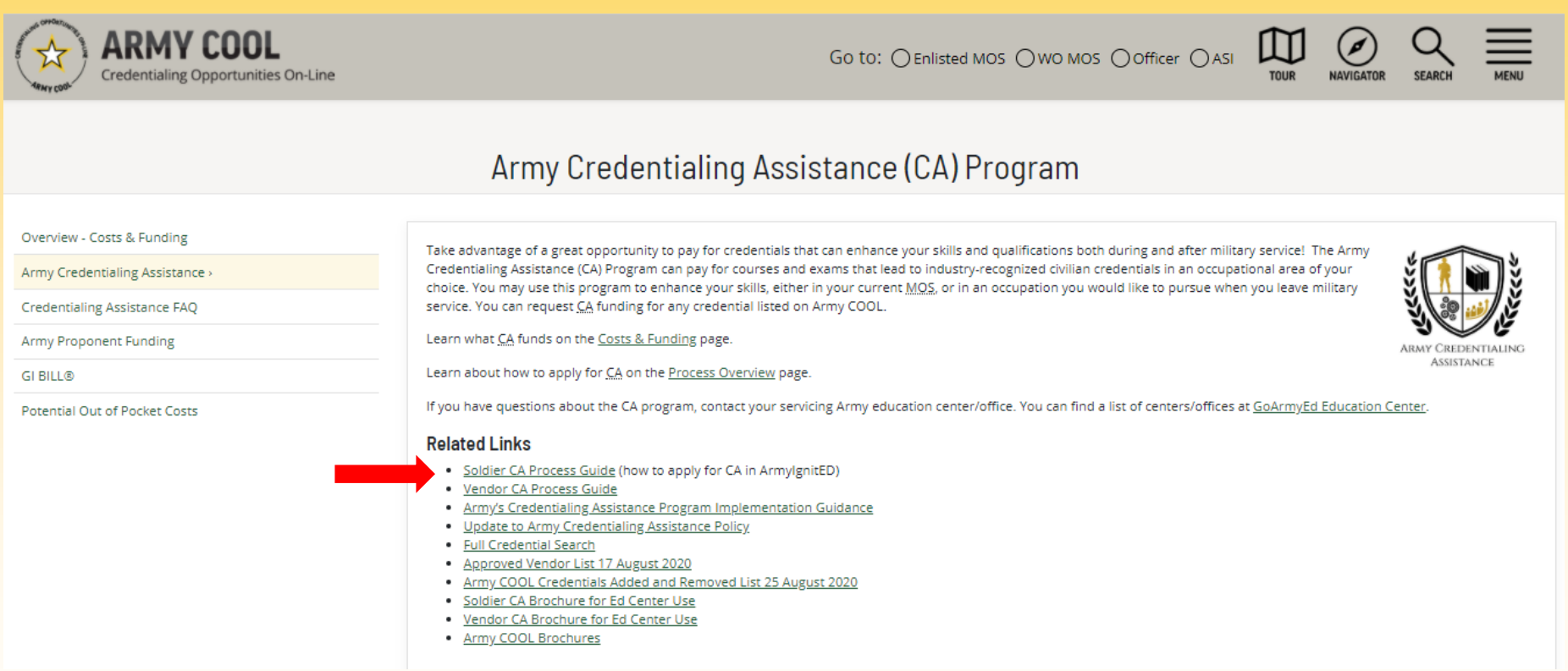


Recommend a Credential

See ALL Credentials

www.cool.osd.mil/army

Army COOL


ARMY COOL
Credentialing Opportunities On-Line
Go to: Enlisted MOS WO MOS Officer ASI
TOUR
NAVIGATOR
SEARCH
MENU
Army Credentialing Assistance (CA) Program
Overview - Costs & Funding
Army Credentialing Assistance ›
Credentialing Assistance FAQ
Army Proponent Funding
GI BILL®
Potential Out of Pocket Costs
Take advantage of a great opportunity to pay for credentials that can enhance your skills and qualifications both during and after military service! The Army Credentialing Assistance (CA) Program can pay for courses and exams that lead to industry-recognized civilian credentials in an occupational area of your choice. You may use this program to enhance your skills, either in your current MOS, or in an occupation you would like to pursue when you leave military service. You can request CA funding for any credential listed on Army COOL.
Learn what CA funds on the Costs & Funding page.
Learn about how to apply for CA on the Process Overview page.
If you have questions about the CA program, contact your servicing Army education center/office. You can find a list of centers/offices at GoArmyEd Education Center.
ARMY CREDENTIALING ASSISTANCE
Related Links
Soldier CA Process Guide (how to apply for CA in ArmyIgnitED)
Vendor CA Process Guide
Army's Credentialing Assistance Program Implementation Guidance
Update to Army Credentialing Assistance Policy
Full Credential Search
Approved Vendor List 17 August 2020
Army COOL Credentials Added and Removed List 25 August 2020
Soldier CA Brochure for Ed Center Use
Vendor CA Brochure for Ed Center Use
Army COOL Brochures

Top 10 Credentials

- Associate Professional in HR (aPHR)
- Certified Logistics Technician (CLT)
- Certified Personal Trainer (CPT)
- Certified Welder (CW) Commercial
- Commercial Driver License (CDL)
- Lean Six Sigma
- Project MGMT Professional (PMP)
- Emergency Medical Technician (EMT)
- Private Pilot, Airplane Single Engine
- CompTIA A+ CompTIA Security +ce

Key Web Sites and POCs

- ArmyIgnitED: www.armyignited.com
- Army COOL: www.cool.osd.mil/army

- Contact your State Education Services Office: www.nationalguard.com/select-your-state

- Follow us on Facebook & Instagram!
  www.facebook.com/arngeducation
  www.instagram.com/arngeducation

Questions?

Credential
College Degree
Badge
Certificate
Certification
Apprenticeship
License