



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

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

"Education, The Key To Strength and Readiness"



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

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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

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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

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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

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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).

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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

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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)

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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

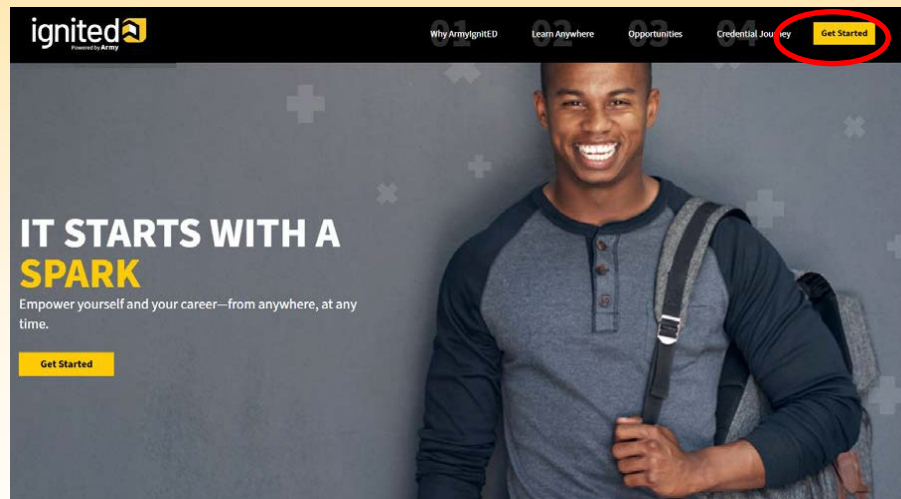
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ArmyIgnitED Process – 3 Steps!

▪ Step 1: Create an account

- ✓ Go to www.armyignited.com and create a student user account with a Login.gov account



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ArmyIgnitED Process



The screenshot shows the ArmyIgnitED Home page. At the top, there's a navigation bar with 'Home', 'Credential Path', and 'Find Ed Center'. Below the navigation bar is a welcome message: 'Welcome to ArmyIgnitED. Pursue a credential to advance your military career. Get started now.' There are two buttons: 'Request Credential Assistance' and 'Add Credential Path'. The 'Add Credential Path' button is highlighted with a red circle. Below the buttons is a 'Financial Assistance' section showing a progress bar and a total of \$4,000.00. At the bottom, there's a 'Review Information' step highlighted with a yellow circle and a red circle. The 'Review Information' section contains three columns: 'Personal Information', 'Contact Information', and 'Mailing Information'. The 'Personal Information' column has fields for First Name, Last Name, Middle Name, and Po. The 'Contact Information' column has fields for Preferred Methods of Contact, Other Email, Additional Methods of Contact, Military Email, Home Phone, and Duty Phone. The 'Mailing Information' column has fields for Mailing Address and Zip Code. A red circle highlights the 'Add Credential Path' button and the 'Review Information' step. A yellow arrow points to the 'Add Credential Path' button.

■ Confirm Personal Info

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

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ArmyIgnitED Process



■ Step 2: 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

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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

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ArmyIgnitED Process



■ Contact Your Counselor

A screenshot of a web-based dialog box titled "Contact Your Counselor". The dialog box has a white background and a black border. It contains a question "Do you want to send a note to your counselor?" and a text area for providing additional information. At the bottom, there are "Cancel" and "Finish" buttons. Red circles and boxes highlight the close button (X), the text area, and the "Finish" button.

✓ Send a note to your counselor

*Ask Questions

*Receive Counseling

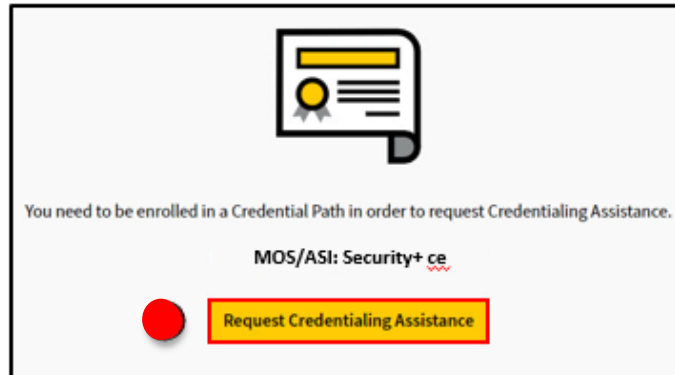
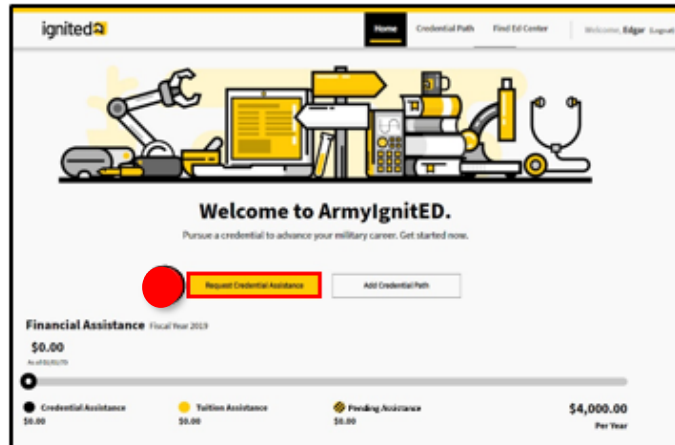
*Request information

✓ Click **'Finish'**

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ArmyIgnitED Process



- **Step 3: Request Credentialing Assistance**
 - ✓ Click on 'Request Credentialing Assistance'

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ArmyIgnitED Process



Credentialing Assistance Request Form

Below are all the trainings and exams available related to your credential CompTIA Security+ ce. Search for the training or exam for which you would like to request Credentialing Assistance funding

You can only request Credentialing Assistance funding for one path type at a time.

Enter a Training or Exam Name, Vendor, State, Country

Search: [Clear All](#)

Filter Type: ☒ Exam ☐ Training ☐ Online ☐ In Person

Showing 1 - 1 of 1 Results [Don't see a related Vendor?](#)

Robert's Security+ ce	Robert's Rare Jewels	Online	Select +
Website			

Prev 1 Next Page 1 of 1

■ 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

Robert's Security+ ce +	Robert's Rare Jewels	Online	Remove -
Website			

Prev 1 Next Page 1 of 1

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ArmyIgnitED Process



■ Enter Course Information

✓ Enter Start and End dates

✓ Select costs types

✓ Upload any relevant documentation

✓ Click the yellow arrow

Financial Assistance Fiscal Year 2019

\$0.00
As of 01/01/19

● Credential Assistance \$0.00
● Tuition Assistance \$0.00
● Pending Assistance \$120.00
\$3,880.00 Per Year

Credentialing Assistance Request Form

Enter the start and end date for your Spensers CompTIA Sec +.
Note that a CA request cannot be submitted for an exam or training within 30 days of the request.

Start date request: mm/dd/yyyy
End date request: mm/dd/yyyy

Select the cost types you would like Credentialing Assistance for.

Deselect All

Select	Cost Type	Vendor Name	Title	Cost	Number/ISBN	Quantity
<input checked="" type="checkbox"/>	Exam	Robert's Flare Jewels	Robert's Sec+	\$120.00	1234567	1

This is my last Credential Request for the Credential Path.

Total Cost: \$120.00
Credentialing Assistance: \$120.00
You Pay: \$0.00

Attach relevant documentation supporting eligibility requirements for the Credentialing Assistance Request

Upload Supporting Files
Drag files to upload
Upload File

Uploaded Files

Navigation: < [Yellow Arrow] >

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ArmyIgnitED Process



■ Review Information

Financial Assistance Fiscal Year 2019

\$120.00
As of 04/30/20

☒ **Credentialing Assistance** \$120.00
 ☐ **Tuition Assistance** \$0.00
 ☐ **Pending Assistance** \$0.00
 \$3,880.00
Per Year

✓ Your Credentialing Assistance request has been submitted!

Credential Information

Credential Path: Robert's Security+ ce

Vendor Name: Robert's Rare Jewels

Vendor URL:

Training Information

Training Name: Robert's Security+ ce

Start and End Dates: 05/16/2020 - 05/30/2020

Cost Type	Vendor Name	Vendor Account Required?	Title	Cost	Number/ISBN	Quantity
Exam	Robert's Rare Jewels	false	Robert's Security+ ce	\$120.00	123231239	1

Attached Files

Total Cost: \$120.00
Credentialing Assistance: \$120.00
You Pay: \$0.00

DONE

✓ 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**'

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Army COOL



Credentials by MOS

**ARMY COOL**

Credentialing Opportunities On-Line

Go to: ☐ Enlisted MOS ☐ WO MOS ☐ Officer ☐ ASI

TOUR



NAVIGATOR



SEARCH



MENU

Welcome to the new Army COOL ▶

How to use the new Army COOL ▶

Steps to getting a Credential ▶

Recommend
a Credential

CREDENTIALING ASSISTANCE

DOL JOB FAMILIES

MOS NAVIGATOR

USMAP APPRENTICESHIPS

FULL CREDENTIAL SEARCH

MANAGER CREDENTIALS

COMMON CORE CREDENTIALS

See ALL
Credentials

www.cool.osd.mil/army

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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](#).



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](#)

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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

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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?



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