



# Transition Assistance Program Roadmap

## Program Directives: Title 10 U.S.C., DoDI 1332.35, DAFI 36-3009

**The Transition Assistance Program (TAP) provides information and training to ensure Service Members (SM) have a smooth transition back to civilian life following military service**



### 18 - 24 Months Out

- Contact your Airman & Family Readiness Center to schedule Initial Counseling (IC) and Pre-Separation Counseling
- Complete **no later than 365 days** prior to separation / retirement / release from active duty, regardless of intent to reenlist or extend

### 365 Days Out

**Initial Counseling Session**  
First transition activity: TAP counselor will explain all transition requirements

- SM and TAP counselors collaborate to complete personal self-assessment, Initial Counseling and Individual Transition Plan (ITP)
- During these sessions, SMs discuss their unique post-transition plans

**Veterans Affairs (VA) Benefits & Services**  
**VA Briefing** will cover VA benefits and services available to transitioning SMs and veterans

### DoD Transition Day

The **DoD Transition Day** is a mandatory eight-hour curriculum that includes the following modules:

- Managing Your Transition
- Military Occupational Codes Crosswalk
- Financial Planning for Transition

### 365 Days Out (Continued)

**Pre-Separation Counseling**  
Briefing covers by-law information on benefits, entitlements and resources eligible to transitioning SMs

**Department of Labor**  
**DOL one-day Briefing** covers information on preparation for employment

### 2-Day Service Member Elected Tracks

Transitioning service members must select at least one of the following two days of instruction:

- Education
- Vocational
- Employment
- Entrepreneurship

### 90 Days Out

**Capstone** is the culminating event where a commander/designee verifies the transitioning SM has met Career Readiness Standards and has a viable ITP. Signs eForm/DD2648

**Spouses and Caregivers are encouraged to attend the various TAP workshops**

