



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
-



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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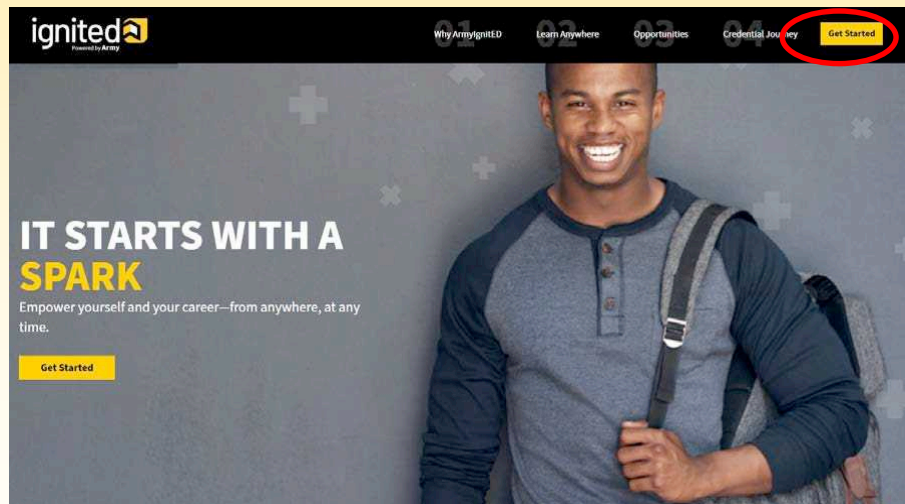


ArmyIgnitED Process – 3 Steps!



■ 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', 'Send Ed Center', 'Education', 'Edgar', and 'Support'. Below the navigation bar is a large illustration of various educational and military equipment. The main heading is 'Welcome to ArmyIgnitED.' followed by the subtext 'Participate in credentialing to advance your military career. Get started now.' Below this, 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 for 'Financial Year 2011' with a total of \$0.00. Below the progress bar are three categories: 'Credential Assistance' (\$0.00), 'Tuition Assistance' (\$0.00), and 'Pending Assistance' (\$4,000.00 Per Year). Below the financial assistance section is a progress bar with five steps: 'Review Information' (1), 'Select Option' (2), 'Option Details' (3), 'Credential Path' (4), and 'Path Details' (5). The 'Review Information' step is highlighted with a yellow circle. Below the progress bar is a red-bordered box containing three sections: 'Personal Information', 'Contact Information', and 'Mailing Information'. The 'Personal Information' section includes fields for First Name (Edgar), Last Name (Poe), and Middle Name. The 'Contact Information' section includes fields for Preferred Methods of Contact (Other Email: edgarpoem@mail.mil), Additional Methods of Contact (Military Email: edgarpoem@mail.mil), Home Phone: (502) 867-0912, and Duty Phone: (502) 555-2078. The 'Mailing Information' section includes a field for Mailing Address: 2015 Call Street, Tallahassee, FL 32303. Below the red-bordered box is a link 'Is incorrect information being displayed?' with a question mark icon. At the bottom right of the red-bordered box is a yellow arrow button and a red circle.

■ 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

Please select a credential option below. Some credential options may not be available based on your relevant background information.

MOS or ASI
Does the credential you want to pursue show up as "most" related to your MOS or ASI or Army Code?
e.g., Army Civilian Media Specialist can pursue the credential for Journalism (e.g., Army Civilian Media Specialist (JCST))

Other
If the credential you would like to pursue does not align with your MOS or ASI, please select this option.
e.g., You may pursue the Path credential if you are interested in gaining project management skills.

■ 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

Step 4: Search for a Credential

What credential are you interested in pursuing?

Filter results by searching for a credential below

All the credentials available below are related to your credential option. Please select the credential you would like to pursue.

Showing 1 - 11 of 114 results

Media Composer [Select]

Lighting Specialist [Select]

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ArmyIgnitED Process



■ Select Training Methods

Review Information Select Option Update Details Credential Path Path Details

5

Select all methods you will be using to achieve your credential ACSR Media Composer:

- ☐ Prepare for credentials with training
- ☒ Take credential exam
- ☐ Complete applicable work experience
- ☐ Credentialled and am prepared to fulfill the above requirements

My Credential Path Summary

Please review your Credential Path summary below. Update any incorrect information before clicking submit. Once you click submit, your Credential Path will be sent to your counselor for approval.

Click on a prior step to edit or review

Review Information Select Option Update Details Credential Path Path Details

5

Do you want to add a note to your Credential Path?

Finish

- ✓ 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

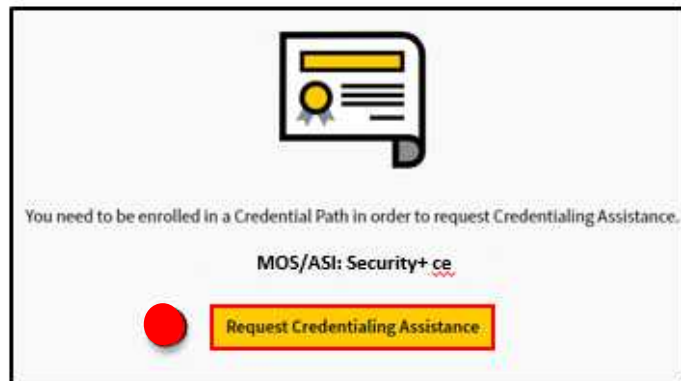
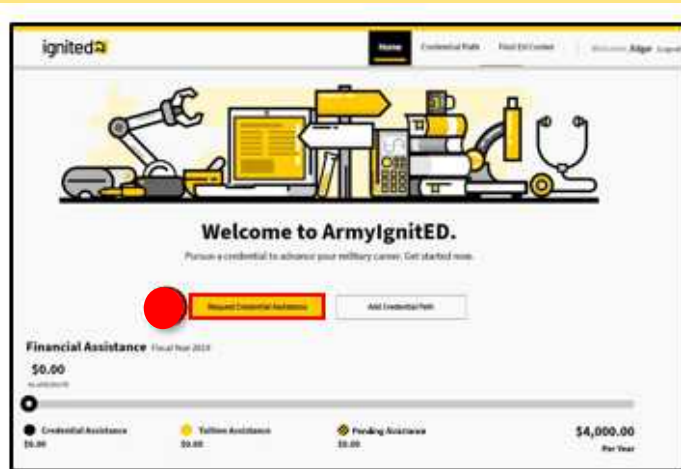
A screenshot of a web application interface. It features a dialog box with a title bar containing a close button (X). The main content area of the dialog box contains the text "Do you want to send a note to your counselor?" followed by a text input field with the placeholder text "Please use this space to provide additional information about your application". At the bottom of the dialog box are two buttons: "Cancel" and "Finish". Red circles are placed over the close button, the text input field, and the "Finish" button to indicate where the user should interact.

- ✓ 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

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

Website Remove

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

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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

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■ 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'**

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UNCLASSIFIED



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



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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



- ArmyIgitED: 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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