

The Army Credentialing Assistance Program



The Army Credentialing Assistance Program Soldier Process



Purpose: An effective CA Program directly contributes to supporting Soldiers' professional development, retaining quality Soldiers, and preparing Soldiers for meaningful employment upon transition from military service.

- CA is voluntary and conducted off-duty for all Soldiers, (Active Duty, ARNG, USAR) of all ranks (Enlisted, NCO, Officer, Warrant Officer)
- Vetting of all Vendors (for purposes of this step-by-step process, vendors are considered colleges, universities, credentialing agencies, other organizations) conducted by ACCESS, ArmyU







- CA is authorized for the payment of credentialing expenses for classroom, hands-on, online/blended training, study guides, materials, textbooks, fees, exams, and/or recertification of credentials.
- Soldiers can select any credential listed in Army COOL
- Soldiers can request multiple credentials simultaneously not to exceed FY limit
- CA is subject to the same funding ceiling as TA. A Soldier may use both TA and CA; however, the combined use by any Soldier will not exceed the fiscal year TA limit (\$4000)





- Course / exam will be paid prior to the start date by ACCESS, ArmyU
- Soldiers are notified by ACCESS, ArmyU regarding next steps. ACCESS, ArmyU will contact Soldiers either by phone or email. Most requests are processed no later than 3 days prior to the Soldier's start date. If you have not received a response prior to that, please send email to: <u>usarmy.knox.hrc.mbx.tagd-aces-credentialing-program@mail.mil</u>
- Requested books and/or materials sent directly to the Soldier
- Soldiers will be subject to reimbursing the Army for CA if they fail or withdraw from a course of instruction, or fail an exam (or fail to sit for the course/exam in the timeframe requested), and do not have an approved military withdrawal
- Recoupment will be handled by ACCESS, ArmyU- Soldiers will be notified by ACCESS, ArmyU





- Soldiers who pay out of pocket for anything will NOT be reimbursed. Soldiers who start courses prior to notification from the ACCESS, ArmyU finance team will not be reimbursed
- CA is not authorized for credentials associated with doctor's degrees as defined by the U.S. Department of Education
- CA will not be authorized for any course for which a Soldier receives reimbursement in whole or in part from any other Federal source, including veterans' education benefits and Service-funded programs (ROTC scholarship, education-related incentive or bonus, and advanced civil schooling) when the CA payment duplicates the reimbursement





- CA is available to commissioned officers and Warrant Officers. Officers and Warrant Officers may use CA for TRAINING only if the Officer or Warrant Officer agrees to serve a Military Service Obligation (MSO) in accordance with current TA requirements
- Officers and Warrant Officers using CA for TESTING or RECERTIFICATION (must not include training, books, materials) of a credential will not incur a service obligation
- Institutionally Delivered Credentials- Army training institutions and career management field proponents are authorized to pay for institutionally delivered credentials. Payment of institutionally delivered credentials does not count toward the Soldier's fiscal year TA/CA limit





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ARMY COOL

Credentialing Opportunities On-Line

SOLDIERS AND LEADERS - OUR ASYMMETRIC ADVANTAGE

Army COOL





This is an official U.S. Army website Updated: August 1, 2020

ARMY COOL COAST GUARD COOL MARINE CORPS COOL NAVY COOL AIR FORCE COOL DOD COOL DOD CIVILIAN COOL SKILLBRIDGE

www.cool.osd.mil/army





SOLDIERS AND LEADERS - OUR ASYMMETRIC ADVANTAGE

Credentialing Assistance



ARMY COOL Credentialing Opportunities On-Line

Go to: OEnlisted MOS OWO MOS Officer ASI







CREDENTIALING ASSISTANCE MOS NAVIGATOR USMAP APPRENTICESHIPS FULL CREDENTIAL SEARCH MANAGER CREDENTIALS COMMON CORE CREDENTIALS



This is an official U.S. Army website Updated: August 1, 2020

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Select Credentialing Assistance for details regarding the program





Credentialing Assistance cont.



Go to: OEnlisted MOS OWO MOS Officer OASI



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

This page provides information on the program, the list of approved vendors for the CA program, along with other pertinent information.



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Army's Credentialing Assistance Program Implementation Guidance

- <u>Update to Army Credentialing Assistance Policy</u>
- Full Credential Search
- Approved Vendor List 27 July 2020
- Army COOL Credentials Added and Removed List 1 August 2020
- Soldier CA Brochure for Ed Center Use
- Vendor CA Brochure for Ed Center Use

Army COOL Brochures





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Searching for Credentials



Full credential search for a Soldier who knows which credential they seek





Searching for Credentials

Type in the name of the credential, then click on "Search"







Eligibility Criteria

After clicking on a desired credential, it will take you to this page. More information regarding the credentialing agency can be found by clicking on the link. Remember, this agency is NOT the training provider (in some small instances, the agency may provide information on providers they endorse, study guides or courses for the credential)

It is extremely important to review the eligibility criteria and exam information. Soldiers need to contact the Credentialing Agency to confirm they are eligible or close to being eligible

Association for Financial Counseling and Planning Education (AFCPE)

Credential: <u>Accredited Financial Counselor (AFC)</u> and State of St

Renewal Period: 2 years

The Accredited Financial Counselor (AFC) designation enables the individual to work with clients in a financial counseling or education setting to assess and improve their financial decision making. AFCs have skills to assist individuals and families in the complex process of financial decision making, including the ability to educate clients in sound financial principles, assist clients in the process of overcoming their financial indebtedness, help clients identify and modify ineffective money management behaviors, and guide clients in developing successful strategies for achieving their financial goals. Candidates must have a minimum of 1000 hours of financial counseling experience in addition to meeting education requirements. Candidate must pass a written exam, submit three letters of reference attesting to professional competence and experience (one from supervisor, one from a fellow professional and one from a client, and subscribe to the AFC Code of Ethics.

More information can be found on the certifying agency's website.







Eligibility Criteria cont.







Finding MOS Credentials

To find MOS /AOC related credentials: Soldiers can go directly to their information by selecting Enlisted MOS, WO MOS, Officer, or ASI from the GO TO menu available on every page on the top navigation.



ARMY COOL COAST GUARD COOL MARINE CORPS COOL NAVY COOL AIR FORCE COOL DOD COOL DOD CIVILIAN COOL SKILLBRIDGE





Finding MOS Credentials cont.



Select the Enlisted MOS, WO MOS, Officer, or ASI from the Navigator dropdown, then click NEXT.





Finding MOS Credentials cont.







Credentialing Assistance (CA) is now available on www.armyignited.com!

- All CA Requests must be submitted directly through ArmylgnitED. The CA Request does not get submitted through the Education Center or Office
- Soldiers must submit CA Requests 30 business days from the start date of the course or exam
- Soldiers have the option to request counseling from their Education Center or Office at any time prior to creating a CA Request
- If Soldier does not see the vendor of choice (for training, exam, books, materials, etc.) select "Don't See a Related Vendor?". An email will appear requesting specific information which the Soldiers must provide to ACCESS, ArmyU who in turn will contact the vendor to update ArmyIgnitED with the information
- It may take up to a few days prior to the start date of the course to receive approval email notifications from ACCESS, ArmyU





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First Step: Create your account!

Some have found that Microsoft Edge or Chrome work best. See what works best for you!

How To Guide Create a Student User Account (1 of 11)

Purpose

This guide highlights the steps to create a Student User Account. This process includes creating both a Login.gov and an ArmylgnitED account. The Student will need either their mobile phone or Government ID to complete this registration.

- If you <u>do not</u> have a Login.gov account proceed to Step 1.
- If you have an existing Login.gov account, but need to update it to with your .mil address, sign in to your login.gov
 account and proceed to Step 15:
- If you have an existing Login.gov account, and it is already setup with your .mil account, proceed to Step 20:

Steps to Create an Student User ignited Account Please use 1. Go to www.ArmyIgnitED.com and click Get Started. 2. Click Create an account to start the process your **IT STARTS WITH A** of creating your Login.gov account. 3 Enter the .mil email address that you want SPARK government associated with the account then, click Submit. email 1 ArmyIgnitED is using login.gov to Enter your email address allow you to sign in to your account safely and securely. Email address Email address JohnDoe@mail.mil Show pas Password Submit Sign in Create an account



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How To Guide

Create a Student User Account (2 of 11)

🔤 Check your email

We sent an email to JohnDoe@mail.mil with a link to confirm your email address. Follow the link to continue creating your account.

Didn't receive an email? Resend

Or, use a different email address

You can close this window if you're done.



Steps to Create a Student User Account

Note: You will be presented with a completion screen informing you that a confirmation link has been sent to the .mil email address you entered in the previous step.

Clicking **Resend** will resend the confirmation link to the .mil email address you listed.

Clicking use a different email address will return to the previous page and allow you to re-enter a different email address if needed.

- Log in to the .mil email account you requested the confirmation code to be sent to and find your confirmation email.
- Click Confirm email address and you will be automatically redirected back to the Login.gov account creation process.







How To Guide

Create a Student User Account (3 of 11)

Steps to Create a Student User Account

Create a strong password and click continue. 6.

Password Safety Tips: The longer and more unusual the password, the harder it is to guess. Avoid using common phrases and repeating passwords from other online accounts (banks, email address, social media, etc.).

Note: Clicking Show Password will allow you to view the characters in the password entry field instead of asterisks. Please be cautious and use good judgement when using this feature as it takes away a level of privacy when creating the password.

You will now need to select a second layer of security so only you can sign in to your account.

Note: Government employees should select the Government Employee ID option and non-government employees should select the phone option.

Select Government employee ID. 7.

Continue

Click Continue. 8.







Authentication method setup

Select an option to secure your account:

O Authentication application

is more phishing resistant.

phone calls.

O Security key

account.

Add a second layer of security so only you can sign in to your

Get codes from an app on your phone, computer, or tablet.

Use a security key that you have. It's a physical device that

you plug in or that is built in to your computer or phone (it

often looks like a USB flash drive). Recommended because it

Recommended because it is harder to intercept than texts or

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MORE SECURE

MORE SECURE



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You must select

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Authentication

certificate- you

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How To Guide

Create a Student User Account (4 of 11)

Steps to Create a Student User Account

- 9. Set up your PIV/CAC as a two-factor authorization method so that you can use it to sign in.
 - Give it a nickname. If you add more than one PIV/CAC, you'll know which one's which.
 - Insert your PIV/CAC into your card reader.
 - Add Your PIV/CAC. You'll need to choose a certificate (the right one likely has your name in it) and enter your PIN (your PIN was created when you set up your PIV/CAC).
- 10. Click Add PIV/CAC Card.
- 11. Select the certificate that corresponds with your PIV/CAC.

Note: There are typically 3 certificates that you are able to choose from: Authentication, ID, and Signature. Either of these certificates will work in the system, however, choosing Authentication is preferred.

12. Click OK.

Ad	d your PIV or CAC 🧿	1 🛛	11 Authentication - Peter Pan	first creating vour account!
Set u can u	p your PIV or CAC as a two-factor authentication method so you se it to sign in.	/	Issuer: DOD Valid From: 5/13/2019 to 4/15/2022	
1	Give it a nickname If you add more than one PIV/CAC, you'll know which one's which. CAC123		ID - Peter Pan Issuer: DOD Valid From: 5/13/2019 to 4/15/2022 Signature - Peter Pan Issuer: DOD Valid From: 5/13/2019 to 4/15/2022	
2	Insert your PIV/CAC into your card reader	ΝL	OK Cancel	
3	Add your PIV/CAC You'll need to choose a certificate (the right one likely has your name in it) and enter your PIN (your PIN was created when you set up your PIV/CAC).			
10	Add PIV/CAC card			







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How To Guide

Create a Student User Account (5 of 11)

Steps to Create a Student User Account

To finalize the creation of your Login.gov account you must agree to share your Login.gov information with ArmylgnitED.

- 13. Click Agree and continue to complete the process of creating a Login.gov account.
- 14. Skip to Step 20 to request your Student User account.









	me robertsrare@gmail.com	Steps to Complete a Login.gov Account
our account 🤨		 This is your Login.gov Account. You have access to:
LOGIN INFORMATION:	16 - Addminist	Login Information Email Address Password Two Exter Authoritiestion
Password	Ede	Phone Numbers Authentication Apps
TWO-FACTOR AUTHENTICATION		Security Key BIV CAC Cards
Phone numbers	+ Auld phone	Backup Codes
Authentication apps	+ Addr	Devices
Security key	* Add security key	A list of the devices have been used to a
PIV CAC Cards	* A(M	your account
Claire's CAE		Remembered Brows Account History
Backup Codes not generated APPLICATIONS O	+ fart ratios	A log of the changes in your account inclu the action/change, II address accounted a
DEVICES 0		the device that cond
Chrome 80 on Windows 10 From 167.219.88.140 (IP address potentially located in Washington, DC)	April 36, 2020 at 13:53 AM	time that the change
IE 11 on Windows 10 From 167.219.88.140 (IP address potentially located in Washington, DC)	April 16, 2020 at 11:44 AM Exents	 Account Management Here, you have the a to delete your account
REMEMBERED BROWSERS		If you have already added yo
Use this to disconnect all remembered browers from your login.gov a	ecount Ecrectal browsers	mil email address to your
ACCOUNT HISTORY 10		login.gov account. skip to Sten
Phone coeffirmed From 167.219.48.140 (IP address potentially located in Washington, DC)	April 16, 2020 at 11:53 AM	 If your .mil email address is not list your login.gov account, please add
Account created From 167:219.88.140 (IP address potentially located in Washington, DC)	April 16, 2020 at 13:44 AM	.mil email address to your account.
		Click +Add email.
ACCOUNT MANAGEMENT		

















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How To Guide

Create a Student User Account (9 of 11)

Steps to Create a Student User Account

You have successfully created your Login.gov account and now have access to ArmyIgnitED.

25. Return to www.ArmylgnitED.com then, click Get Started to complete the ArmylgnitED account creation process.



Don't forget! Select the Authentication certificate!!



27. 28.

26.

you wish to use then, click OK.

Cancel

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How To Guide Create a Student User Account (11 of 11)

Steps to Create a Student User Account

- 35. Select your preferred email address, mailing address, and phone number.
- 36. Click continue.
- 37. Confirm your education information:
 - Graduation Date
 - Previous Educational Institute
 - Previous Education Level
 - Additional Education Information
- Click Finish.

Note: Clicking Is incorrect information being displayed? will provide a point of contact from the offices below:

- For Active Duty contact your S1/PAC office
- For Army National Guard, contact your Readiness NCO
- · For United States Army Reserve, contact your Unit Administrator (UA)







How To Create Your Credential Path in ArmyIgnitED



Homepage and How to Guides



To find interactive modules and How To Guides on how to create your CA Request, go to the Help Center to download the guide





Creating Credential Path

If you clicked on your name and selected "Account" it would bring you to this page- Your Profile Page

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PVT Robert Frost					
User Id: 34588	Date of Birth: 06/01/1991				
SSN (last 4):					
Last Successful Login: Sep	9, 2020, 10:37:22 AM				
Military Informat	ion	~			
Contact Informat	ion	~			
Mailing Informat	ion	~			

Profile Page Education Information Certified Associate in Project Management (CAPM) Credential Path Education Center: Eglin Afb **Highest Education Level Completed** × **Current Requests: Highest Level of Education: Education Institution:** Certified Associate in Project Management (CAPM) exam prep N/A N/A Pending Graduation Date: Certified Associate in Project Management (CAPM) exam prep 12/14/2015 Pending Credential Account Holds View All Paths Most Recent Credential Path Completed You don't have a completed Credential Path. There are not currently any account holds **Financial Assistance** Account Information **TA/CA Funding Status: Civilian Education Level:** User Type: 2 Military Education Level: Z - DISTRIBUTED LEARNING /STRUCTURED SELF DEV-LEVEL 1 TA Approved:

Not Available

Signed SOU Date:

Aug 31, 2020

Is incorrect profile information being displayed?



Welcome Robert

Home Credential Path Find Ed Center



If you don't need to go to your profile page, you can begin the process with creating your path







Make edits here. If you are going to request books/materials, etc., ensure you have the correct mailing is listed. When done, click on the next arrow







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Creating Credential Path cont.



like to select a credential that aligns with your MOS/ASI/AOC, select "MOS or ASI". If you wish to pursue a credential that doesn't align with your MOS/ASI/AOC, feel free to select "Other" then click the next arrow

<u>></u>

Find Ed Center

5

Select whether this is a new credential, or a recertification then select the next arrow













What credential are you interested in pursuing?

Below are all the credentials related to your credential option. Please select the credential you would like to pursue.

Filter results by searching for a credential below

Search: e.g., Microsoft Technology Associate (MTA)

Showing 1 - 10 of 1665 Results

Accessibility Inspector/ Plans Examiner - 21

Accreditation in Public Relations + Military Communication (APR+M)

Accredited Business Accountant/Advisor (ABA)

ACSM Certified Clinical Exercise Physiologist (ACSM-CEP)

ACSM Certified Exercise Physiologist (ACSM-EP)

ACSM Certified Group Exercise Instructors (ACSM-GEI)

ACSM/NCPAD Certified Inclusive Fitness Trainer

< Previous 1 2 3 4 5 6 7 8 9 10 ... 167 Next>

Remove

+

+

+

+

+

+

>

Select Credential

Select Credential

Select Credential

Select Credential

Select Credential

Select Credential

Select the credential you wish to pursue then next arrow. If you make a mistake, just click remove



`<`



Select one of the options, then click I understand, then select the next arrow













You have now successfully created your Credential Path. From this point, you can continue on to see all vendors who offer training/exam for the Credential Path you selected, or you can finish later. YOU HAVE NOT YET REQUESTED CA FUNDS- That is the next step







How to Complete Your Credentialing Assistance Request for Funding



CA Request – ArmylgnitED

From your Profile Page, click on "View All Paths"

ignited <mark>a</mark>		Home Credential Path Find Ed Center Welcome Robert
	Profile Page	
PVT Robert Frost User Id: Date of Birth: 34588 06/01/1991 SSIM (Last 4):	Education Information Education Center: Egin AID Highest Education Level Completed Highest Level of Education: N/A Graduation Date: 12/14/2015	Certified Associate in Project Management (CAPM) Credential Path Current Requests: > Certified Associate in Project Management (CAPM) exam prep Pending > Certified Associate in Project Management (CAPM) exam prep Pending
Saw (ust 4): 0000 Last Successful Login: Sep 9, 2020, 10:37:22 AM Military Information	Credential Most Recent Credential Path Completed You don't have a completed Credential Path.	View All Paths Account Holds There are not currently any account holds.
Mailing Information ·	Financial Assistance TA/CA Funding Status: User Type:	Account Information Civilian Education Level: 2 Military Education Level: 2-INSTRUCTURED SELEDENT EVEN 1
		TA Approved: Not Available Signed SOU Date: Aug 31, 2020 Is incorrect profile information being displayed?





Select a path that you have created that you wish to request CA funds for

Current Credential Paths Add Credential Path AWS Certified Solutions Architect - Associate in-progress Agency: Amazon Web Services (AWS) Complete Path > Request Credentialing Assistance CompTIA A+ ce in-progress		
AWS Certified Solutions Architect - Associate in-progres Agency: Amazon Web Services (AWS) Complete Path > Request Credentialing Assistant CompTIA A+ ce In-progres	t Credential Paths Add Credential Path	rrent Cre
Agency: Amazon Web Services (AWS) Complete Path > Request Credentialing Assistance CompTIA A+ ce	rtified Solutions Architect - Associate in-progress	WS Certified S
Complete Path > Request Credentialing Assistant CompTIA A+ ce	Agency: Amazon Web Services (AWS)	
CompTIA A+ ce in-progres	Complete Path > Request Credentialing Assistance	
CompTIA A+ ce in-progres		
CompTIA A+ ce in-progres		
·	A A+ ce in-progress	ompTIA A+ ce
Agency: Computing Technology Industry Association (CompTIA)	Agency: Computing Technology Industry Association (CompTIA)	
Complete Path > Request Credentialing Assistant		





Click on the dropdown arrow to select the credential you wish to pursue then click on "Request Credentialing Assistance"





My Credential Path Tredentialing A	ssistance
Credentialing Assistance (CA) Request Form Below are all the trainings and exams available related to your credential AWS Certified Solutions Architect - Associate . Search for the trainin, looking for, manually add your own at the bottom of the page.	g or exam you would like to request Credentialing Assistance funding for. If you can't find what you which will only show
Enter a Training or Exam Name, Vendor, State, Country Search:	a list of vendors who
Filter Type: Exam Train Showing 1 - 7 of 7 Results Filter Type: Filter Type:	ning Online In Person exam you wish to pursue
For Ebit JessVendorz Online and In Person Domestic and International Vendors are Sdfsdf Stinky Dog Online Website Iisted by name	Select
a training The Catcle matric Ry Online and In Person Domestic Website Domestic and method of b training The Catcher in the Ry In Person International	Select
Website a exam The Catcher in the Ry Online and In Person Domestic and International	Select
Website test for prod issue changed to training and back to exam On Such a Full Sea Online and In Person Domestic Website	Click on the vendor you
AWS Cloud Computing Architecture Central Texas College Online Website	would like to





Once selected, you will now select a start and end date. Every request must have a start and end date. Soldiers have a maximum of 1 calendar year from their start date to complete what is requested

er the start and end date for pursuing your For mitted for an exam within 30 business days of t	Ebli . The Army would strongly sugges he request.	st you choose a start date, end date time frame	of at least a few days even if the training of	exam is only a day long. Note that a CA request ca	nnot be
uest Type:		Vendor Name:			
ning		Jessvendorz			
rt date required		End date required			
ım/dd/yyyy		mm/dd/yyyy			
ielect Cost Type	Title	Number/ISBN	Quantity	Cost	
_					
				\$0.00 Total Cost: Student Cost:	Financial Assistance
tach relevant documentation supp	orting eligibility requirem	ents for the Credentialing Assistar	nce Request		
tach relevant documentation supp load Supporting Files Uploaded	orting eligibility requirem	ents for the Credentialing Assistar	nce Request		
tach relevant documentation supp load Supporting Files Uploaded	orting eligibility requirem	ents for the Credentialing Assistar	nce Request		





Credentialing Assistance (CA) Request Form

Enter the start and end date for pursuing your For Ebli. The Army would strongly suggest you choose a start date, end date time frame of at least a few days even if the training of exam is only a day long. Note that a CA request cannot be







How to Complete Your Credentialing Assistance Request for Funding

DON'T SEE A VENDOR



Don't see your vendor?

Credentiating ASSIStance (CA) Request Form Below are all the trainings and exams available related to your credential AWS Certified Solutions Architect - A looking for, manually add your own at the bottom of the page.	ssociate . Search for the training or exam you would like to request Credentialing Assistance funding for. If you can't find what you're	2
Enter a Training or Exam Name, Vendor, State, Country		
Search:	<u>CI</u>	ear All
Filter Type:	Exam 🗹 Training 🗌 Online 🗌 In Person	
Showing 1 - 5 of 5 Results	Don't see a related Ve	ndor?
For Ebli JessVendorz Online and In Person Domestic and International Website	Select +	-
sdfsdf Stinky Dog Online <u>Website</u>	Select +]
a training The Catcher in the Ry Online and In Person Domestic Website	Select +	-
b training The Catcher in the Ry In Person International Website	Select +	•
AWS Cloud Computing Architecture Central Texas College Online Website	Select +]
	Prev 1 Next Page 1	of 1



Click on the "don't see a related Vendor?" link and you will be prompted to send an email. You must request from your government computer or personal computer to get this done

Search:	<u>Clear All</u>
Filter Type:	Exam D Training D Online D In Person
Showing 1 - 7 of 7 Results	Don't see a related Vendor?
For Ebli JessVendorz Online and In Person Domestic and International	Select +
sdfsdf Stinky Dog Online	
Website	Select +
a training The Catcher in the Ry Online and In Person Domestic Website	Select +
b training The Catcher in the Ry In Person	
Website Did you mean to switch apps?	Select +
a exam The Catcher in the Ry Online and In Pe Did you mean to switch ap	ps? Select +
Website "Microsoft Edge" is trying to open "Outlook (de	sktop)".
Website	Yes No Select +
AWS Cloud Computing Architecture Central Texas College Online	E 🔄 🕤 🗇 ↓ ∓ Unable to find the Vendor I want - Message (Plain Text) ? 📧 - □
Website	FILE MESSAGE INSERT OPTIONS FORMATTEXT REVIEW ACROBAT
Once the email comes up, please answer	Image: Weight of the second secon
the questions then submit. ACCESS,	Paste v v v v v v v v v v v v v v v v v v v
ArmvU will reach out to the vendor to	Clipboard 😨 Basic Text 🕞 Names Include Tags 🕫 Zoom
To create a Credentialing Assistance request for an exam or training that is not listed above, or miscellaneous fees, please ad	From - sophia.a.sweeney.civ@mail.mil
Dregreen Veu ere neue dene Veu will (3)	To usarmy.knox.hrc.mbx.tagd-aces-credentialing-program@mail.mil
Program. You are now done. You will	Cc
have to check back to see if they have	Bcc
become a vendor in ArmylgnitED. You will	Subject Unable to find the Vendor I want
be part of the email that goes to the	ArmyIgnitED Administrators,
vendor	To request a VENDOR not listed in ArmylgnitED, please provide the following information:



US Army Combined Arms Center

SOLDIERS AND LEADERS - OUR ASYMMETRIC ADVANTAGE



How to Complete Your Credentialing Assistance Request for Funding:

MANUAL REQUEST



Books, Materials, other items not listed by your vendor? Select

Below are all the trainings and exams available related to your credential AWS Certifie ooking for, manually add your own at the bottom of the page.	ed Solutions Architect - Associate . Search for the training or exam you would like to request Credenti	aling Assistance funding for. If you can't find what you're
Enter a Training or Exam Name, Vendor, State, Country		
Search:		<u>Clear All</u>
Filter Type:	🗆 Exam 🗹 Training 🗌 Online 🗖 In Person	
Showing 1 - 5 of 5 Results		Don't see a related Vendor?
For Ebli JessVendorz Online and In Person Domestic and Internation Website	at	Select +
sdfsdf Stinky Dog Online <u>Website</u>		Select +
a training The Catcher in the Ry Online and In Person Domestic Website		Select +
b training The Catcher in the Ry In Person International Website		Select +
AWS Cloud Computing Architecture Central Texas College Online Website		Select +
	Prev 1 Next	Page 1 of 1
		Next



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elect which type- Training / Exam /	Create Credentialing Please fill in the information for your crede	g Assistance (CA) Request Fo Intial AWS Certified Solutions Architect - Associate .	rm			
Miscellaneous	Credentialing Assistance R	equest Information				
Items	Request Type required Training Exam Miscellaneous Fees Itemized Costs		Vendor Name reg	ulred		
	Cost Type Select V	Title	Number/ISI8N e.g. 123456789	Quantity Select	Cost V \$00.00	
	Add Item Don't see a related Vendor?					Continue to Request Assistance





Select Vendor- if the vendor name does not appear, select "Don't see a related Vendor?" at the bottom left (email will appear, complete and send...once the email is sent, you are done and must wait until the vendor participates)

<	Go Back		

Create Credentialing Assistance (CA) Request Form

Please fill in the information for your credential AWS Certified Solutions Architect - Associate .

Credentialing Assistance Request Information

Request Type required		Vendor Name required	
Training	~	Central Tex	
		Central Texas College	
Training or Exam Name required		Format required	

Itemized Costs

Please add all itemized costs associated to your request. The chosen Request Type above must match the Cost Type of an item below. Not all fields may apply to a line item.

Cost Type	Title	Number/ISBN	Quantity	Cost	
Training ~	Title	e.g. 123456789	~	\$00.00	
Add Item					
ion't see a related Vendor?				Continue	to Request Assistance

Select





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Create Credentialing Assistance (CA) Request Form

Please fill in the information for your credential AWS Certified Solutions Architect - Associate .

Credentialing Assistance Request Information

Complete the remainder of the form accordingly ensuring you provide all requested information. If something does not apply, leave it blank unless it doesn't let you move forward. Gather this information from your vendor

Request Type required	Vendor Name required
Training	Central Texas College
Training or Exam Name required	Format required
	Online and In Person
	Online
	In Person

Itemized Costs

Please add all itemized costs associated to your request. The chosen Request Type above must match the Cost Type of an item below. Not all fields may apply to a line item.

Cost Type	Title	Number/ISBN	Quantity	Cost	
Training ~	Title	e.g, 123456789		\$00.00	
Add Item					
Don't see a related Vendor?					Continue to Request Assistance





Once completed, select "Continue to Request Assistance"

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Create Credentialing Assistance (CA) Request Form

Please fill in the information for your credential AWS Certified Solutions Architect - Associate .

Credentialing Assistance Request Information

Request Type required	1	Vendor Name required
Training		Central Texas College
Training or Exam Name required		Format required
AWS Certified Solutions Architect		Online v

Itemized Costs

Please add all itemized costs associated to your request. The chosen Request Type above must match the Cost Type of an item below. Not all fields may apply to a line item.

Cost Type	Title	Number/ISBN	Quantity	Cost
Training ~	AWS Certified Solutions Architect	e.g. 123456789	1 ~	\$200.00
Add Item				
Don't see a related Vendor?				Continue to Request Assistance





Credentialing Assistance (CA) Request Form

Enter the start and end date for pursuing your For Ebli. The Army would strongly suggest you choose a start date, end date time frame of at least a few days even if the training of exam is only a day long. Note that a CA request cannot be submitted for an exam within 30 business days of the request.

raining		Vendor Name: JessVendorz	х <mark>о</mark> т	he calendar
t date required	ė	End date required 10/30/2020	te te	o 30 busines
Oct 2020 > Tu We Th Fr Sa Su 29 30 1 2 3 4	t CA for. Please be awar	e the costs below may not reflect actua	l item costs.	You cannot
5 6 7 8 9 10 11 12 13 14 15 16 17 18 Type	Title	Number/ISBN	Quantity	Cost
9 20 21 22 23 24 25 ing	For Ebli	-	1	\$100.00
2 3 4 5 6 7 8 rch on costs of trainings	s, exams and other materials u have remaining as well as a	. Upon ACCESS ArmyU approval, the amount p actual item costs.	aid for by Army financial assistance may va	ry from what is stated on this page. This

\$0.00

Total Cost: Student Cost: Financial Assistance:

Submit Request

Attach relevant documentation supporting eligibility requirements for the Credentialing Assistance Request

Upload Supporting Files Uploaded Files

Drag files to upload





Please upload a quote from the vendor. Soldiers must contact the vendor to request a seat for the course. Please register at that time as long as the vendor DOES NOT require any money down. Should a vendor request funding to secure a seat- DO NOT PROVIDE IT. Soldiers will not be reimbursed for anything paid out of pocket

Once complete, click "Submit Request" and you will see it in your Profile Page as "Pending"





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How To Verify Your Request Has Been Submitted



Profile Page- Verification

On your Profile Page, always look on the right side to view what CA Requests have been

submitted



Financial Assistance

On your Profile Page, if your request was approved and funded, it will say "In Progress"





How to Guides

How to Guides



To find out more information about how to withdraw from a course or what it means to complete a course, please go to the Help Center





Questions?

ACCESS, ArmyU CA Email:

usarmy.knox.hrc.mbx.tagd-aces-credentialing-program@mail.mil



Army Credentialing Assistance