

# TAP Learning Management System (LMS) Course Requirements

**\*MUST Email certificates to your TAP Counselor for your CAPSTONE Appointment\***

## **MANDATORY CORE REQUIREMENTS**

[www.tapevents.org/courses](http://www.tapevents.org/courses)

- DoD Managing Your (MY) Transition (45 mins)
- DoD Military Occupational Codes (MOC) Crosswalk (45 mins)
- DoD Financial Planning for Transition (3 hrs)
- VA Benefits & Services (4 hrs)
- DOL Employment Fundamentals of Career Transition (5.5 hrs)

## **Transition Tracks (complete at least one for Tier 3)**

- Employment Track: DOL Employment Workshop (10.5 hrs)
- Vocational Track: DOL Career and Credential Exploration (7 hrs)
- Entrepreneurship Track: SBA Boots to Business (7 hrs)
- Education Track: DoD Managing Your (MY) Education (4 hrs)

## **Additional Tracks (optional/not required)**

- Military Life Cycle courses (45 mins each)
- Federal Hiring *\*not available on website, date TBD\**

# TAP Virtual Curriculum (CBT) Course Enrollment

## How to Access the LMS:

- Visit <https://www.tapevents.org/courses>

*Note: for best browser performance, please use Google Chrome or Firefox.*

- Select “Get Started” to start a course.
- To begin the course, select the user type and complete the fields below.
  - SERVICE MEMBER: Register for a course using your CAC or entering your DOD ID and ALL the required information to receive credit. Failure to do so will result in no credit for course completion.
  - OTHER USERS: Choose the appropriate user type, complete the course registration to enter the course.
- A registration confirmation will be sent to the email provided. If you need to leave the course and resume at a later time, use the direct link provided in the email or re-enter your details exactly as you entered them on your first visit.

*\*Upon successful completion of the course, a personalized certificate will be generated for the first and last name specified in this form, and sent to the email address indicated.\**