



US Army Combined Arms Center

SOLDIERS AND LEADERS - OUR ASYMMETRIC ADVANTAGE

**The Army Credentialing
Assistance Program**



**The Army Credentialing Assistance Program
Soldier Process**



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Slides 8-11: Covers Army COOL, the CA Program, and The Army Decision Support Tool

Slides 12-14: Credentials aligned to MOS/AOC/ASI

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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 is conducted by ACCESS, ArmyU
- Vendors are considered colleges, universities, credentialing agencies, other organizations that provide training in support of completing a credentialing exam or license



ARMY CREDENTIALING ASSISTANCE



- CA **may** be 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 (note- if a credential is removed prior to payment from finance, it will be rejected)
- 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 (this can be from an automated message). Most requests are processed no later than 3 days prior to the Soldier's selected start date. If you have not received a response prior to that, please submit a ServiceNow (SNOW) ticket requesting a status. Please select Credentialing Assistance, then "Invoice or Billing", so it will be routed to our office.
- If the Soldier was notified that their CA Request was moved to finance for payment, and the Soldier is within 3 days of the selected start date, send status request through SNOW and select the same as listed above for options.
- Requested books and/or materials are sent directly to the Soldier (If vendor provides these items, to include free exam voucher, and the Soldier does not receive these items- the Soldier must contact the vendor to receive these items).



- 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



Go to: Enlisted MOS WO MOS Officer ASI



IMPORTANT INFORMATION ▾

How to use Army COOL ▶

Steps to getting a Credential ▶

Credentialing Assistance ▶

IDC/Proponent Funded Credentials ▶

Important Test Vendor Information ▶



[CREDENTIALING ASSISTANCE](#) | [PROONENT FUNDED](#) | [USMAP APPRENTICESHIPS](#) | [FULL CREDENTIAL SEARCH](#) | [MANAGER CREDENTIALS](#) | [COMMON CORE CREDENTIALS](#)

<https://www.cool.osd.mil/army/index.htm>



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CREREDENTIALING ASSISTANCE

PROONENT FUNDED

USMAP APPRENTICESHIPS

FULL CREDENTIAL SEARCH

MANAGER CREDENTIALS

COMMON CORE CREDENTIALS

See
information
on CA



<https://www.cool.osd.mil/army/index.htm>

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 in ArmyIgnitED.

The Army Decision Support Tool (DST) in MilGears can assist you in researching options before selecting credentials and/or degrees by completing an interest inventory. The tool will analyze your input into the interest inventory, provide you with related civilian occupations you may be interested in, and will show the related credentials and/or academic degrees that support your career choices. If you find an occupation and credential you are interested in, you'll have the option to download and save a summary page of those selections that you can keep as a reference.

Related Links

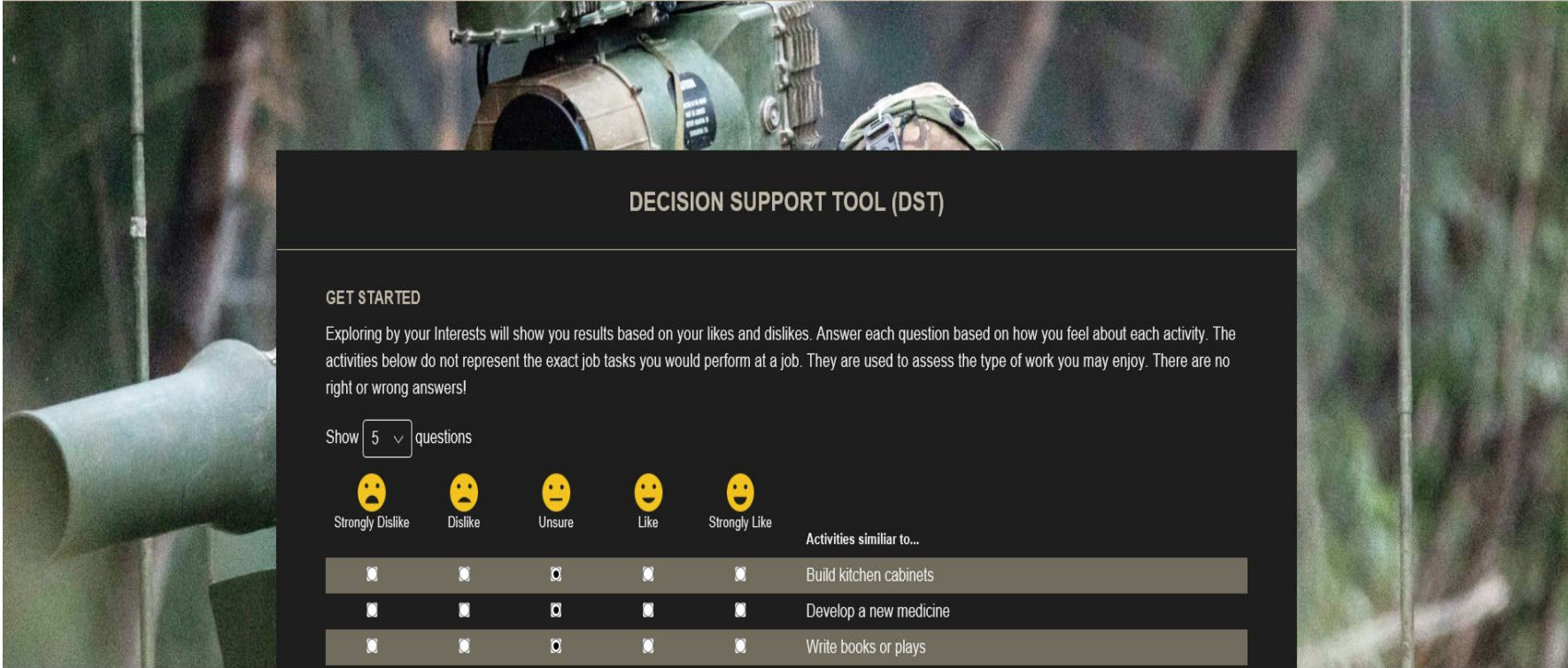
- [Soldier CA Process Guide](#) (how to apply for CA in ArmyIgnitED)
- [Vendor CA Process Guide](#)
- [Army's Credentialing Assistance Policy](#)
- [Full Credential Search](#)
- [Approved Vendor List 1 April 2021](#)
- [Army COOL Credentials Added and Removed List 1 April 2021](#)
- [Army Decision Support Tool](#)
- [Soldier CA Brochure for Ed Center Use](#)
- [Vendor CA Brochure for Ed Center Use](#)
- [Army COOL Brochures](#)
- [The Army Credentialing Program](#) (video)



Soldiers who are undecided and want to see options- use the Army Decision Support Tool for assistance!



See all downloadable information such as Army CA Policy, Approved vendors, etc.



DECISION SUPPORT TOOL (DST)

GET STARTED

Exploring by your Interests will show you results based on your likes and dislikes. Answer each question based on how you feel about each activity. The activities below do not represent the exact job tasks you would perform at a job. They are used to assess the type of work you may enjoy. There are no right or wrong answers!

Show questions



Strongly Dislike



Dislike



Unsure



Like



Strongly Like

Activities similar to...

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Build kitchen cabinets
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Develop a new medicine
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Write books or plays
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Help people with personal or emotional problems
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Manage a department within a large company

Showing 1 to 5 of 30 questions

Previous **1** 2 3 4 5 6 Next

SHOW RESULTS

This interest inventory will show results and vendors to select from!



To find MOS /AOC/ASI related credentials: Soldiers can go directly to the 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
Credentialing Opportunities On-Line

Go to: Enlisted MOS WO MOS Officer ASI

TOUR NAVIGATOR SEARCH MENU

IMPORTANT INFORMATION ▾

- How to use Army COOL ▶
- Steps to getting a Credential ▶
- Credentialing Assistance ▶
- IDC/Proponent Funded Credentials ▶
- Important Test Vendor Information ▶





Go to: Enlisted MOS WO MOS Officer ASI



NAVIGATOR

GO TO...
My MOS

- Sort by Code Sort Alphabetically
- 68U - Ear, Nose, and Throat (ENT) Specialist
 - 68V - Respiratory Specialist
 - 68W - Combat Medic Specialist**
 - 68X - Behavioral Health Specialist
 - 68Y - Eye Specialist
 - 68Z - Chief Medical NCO
 - 74D - Chemical, Biological, Radiological, and Nuclear (CBRN) Specialist

GO BACK

NEXT

[Credentialing Assistance](#) | [USMAP Apprenticeships](#) | [Full Credential Search](#)



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



MOS 68W Combat Medic Specialist

- MOS INFO
- RELATED CREDENTIALS
- RELATED OCCUPATIONS
- CONTINUING EDUCATION
- ADDITIONAL INFO

NATIONAL CERTIFICATIONS | MANDATED CERTIFICATIONS | STATE LICENSES

Red chili pepper denotes "In Demand" credential

The "M" in the Star means the credential is a Mandatory MOS requirement and is Institutionally funded. It cannot be funded by CA

Specialized Information For...

These credentials may require additional education, training or e...

For supervisory and managerial credentials, please refer to the [Manager \(All enlisted E-5 and above\)](#) page.

Select Filters ▾ Active Filters

DISPLAY OPTIONS: [List of icons]

Show 10 entries Showing 1 to 10 of 58 entries

Compare	Credential	Agency	Related As	CA Eligible	Attainability	Promotion Points	Skill Level	Star	GI Bill®	Accreditation
<input type="checkbox"/>	Advanced Emergency Medical Technician (AEMT) 🌶️	National Registry of Emergency Medical Technicians (NREMT)	MOST CA \$	★	MEDIUM	👤	II	🟡		🏆
<input type="checkbox"/>	National Registered Paramedic (NRP) 🌶️	National Registry of Emergency Medical Technicians (NREMT)	MOST CA \$	★	MEDIUM	👤	II	🟡	GI BILL	🏆
<input type="checkbox"/>	Emergency Medical Technician (EMT) 🌶️	National Registry of Emergency Medical Technicians (NREMT)	MOST CA \$	★	HIGH	👤	I	★ M	GI BILL	🏆
<input type="checkbox"/>	Emergency Medical Responder (EMR)	National Registry of Emergency Medical Technicians (NREMT)	MOST CA \$	★	HIGH	👤	I		GI BILL	🏆
<input type="checkbox"/>	Certified Medical Assistant (CMA) 🌶️	American Association of Medical Assistants (AAMA)	SOME	★	HIGH	👤			GI BILL	🏆



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Recommend credentials by clicking "Menu" then "contact us" and it will take you to the page to recommend



Know what credential you wish to seek? Or just want to see all credentials? Click here



Army COOL - Search for Credentials

To find out which Army Enlisted Military Occupational Specialties (MOS) are related to a specific civilian credential, search for the credential below and then click on the credential name. If any MOS has resource icons for a certification, those icons are shown following the certification name.

To search for a specific word, type the keyword into the search box below, then press ENTER or click the SEARCH button and the table will update with your results.

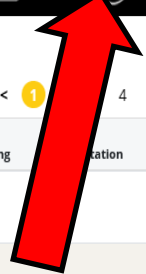


Select Filters ▾ Active Filters Search: Search Clear

DISPLAY OPTIONS:

Show entries
Showing 1 to 10 of 1,612 entries

**Know the name of the credential?
Type part of the name and hit**



Compare	Credential	Agency	CA Eligible	GI Bill*	e-Learning	Location	Credential Type
<input type="checkbox"/>	Accessibility Inspector/ Plans Examiner - 21	International Code Council (ICC)					Cert
<input type="checkbox"/>	Accreditation in Public Relations + Military Communication (APR+M)	Public Relations Society of America (PRSA)					Cert
<input type="checkbox"/>	Accredited Business Accountant/Advisor (ABA)	Accreditation Council for Accountancy and Taxation (ACAT)					Cert
<input type="checkbox"/>	Accredited Financial Counselor (AFC)	Association for Financial Counseling and Planning Education (AFCPE)					Cert



Select credential and it will take you to that page for more details




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)



Association for Financial Counseling and Planning Education (AFCPE)

Accredited Financial Counselor (AFC)

Credential: [Accredited Financial Counselor \(AFC\)](#) 

Credentialing Agency: [Association for Financial Counseling and Planning Education \(AFCPE\)](#)

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](#).

RELATED OCCUPATIONS	SUMMARY	ELIGIBILITY	EXAM	RECERTIFICATION
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Accredited Financial Counselor (AFC)

— MINIMUM REQUIREMENTS

Attainability: 

— RECERTIFICATION SUMMARY

Renewal Period: 2 years

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**

