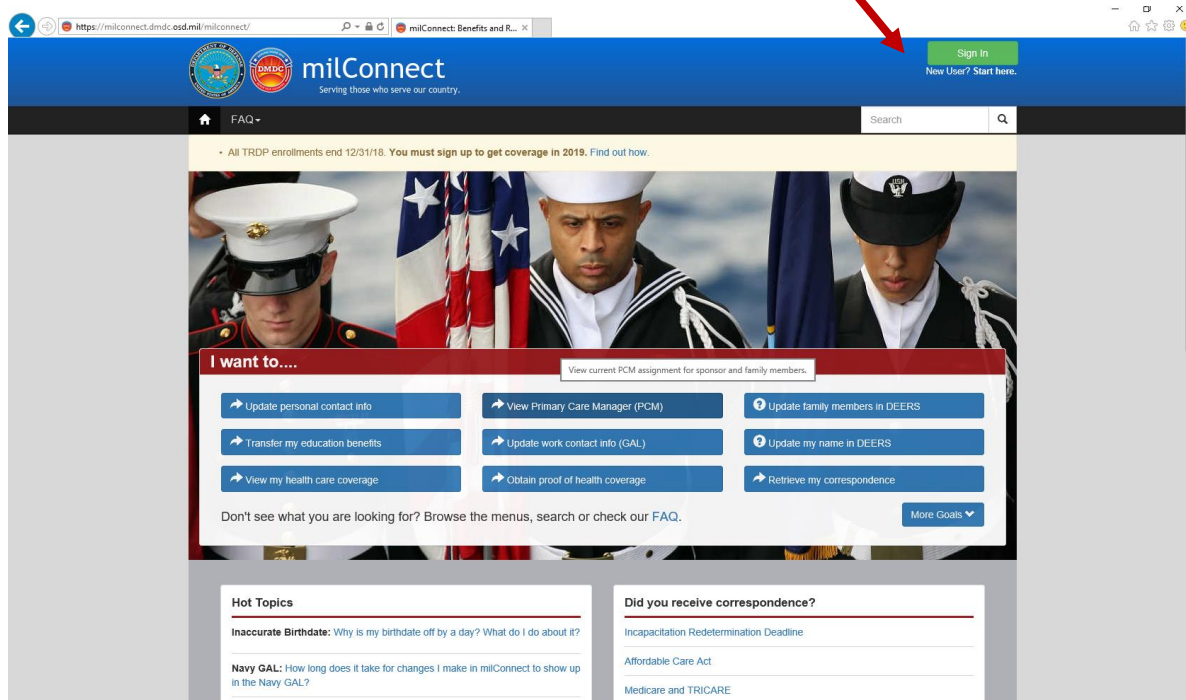


How-to Guide to Access and Initiate Your eForm through milConnect

Step 1. Go to <https://milconnect-pki.dmdc.osd.mil/milconnect/>

Then click on the upper right corner **green** 'Sign In' button.



Step 2. Select a log-in. There are 3 options. If you use the CAC option, select the **NON-EMAIL** certificate, if you don't it will delay the log-in process.

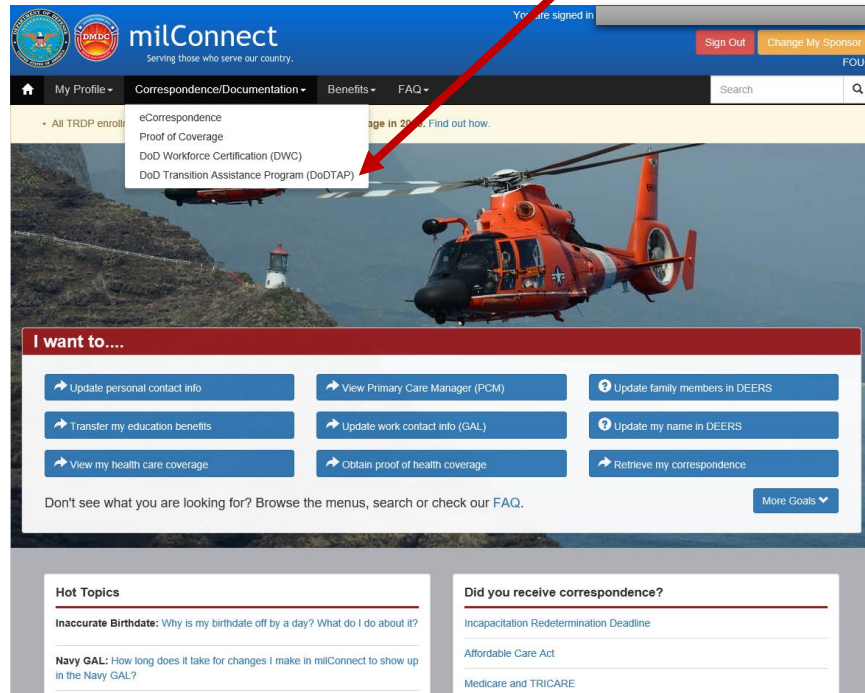
There will be a consent screen that you will need to review and then select the 'ok' button.

A screenshot of the milConnect login page. The header is blue with the milConnect logo and tagline. Below the header is a black bar with a yellow "Help Center" button and a user profile icon. The main content area has three login sections: "DS LOGON" (Department of Defense Self-Service) with fields for "DS Logon Username" and "DS Logon Password", links for "Forgot DS Logon Username?" and "Forgot DS Logon Password?", and a "Login" button; "CAC" (Common Access Card) with an image of a sample CAC, a red circle around the text "Do NOT select the DoD EMAIL-CA-XX certificate if prompted for a certificate.", and a "Login" button; and "DFAS myPay Password" (Defense Finance and Accounting Service) with fields for "MyPay Login Id" and "MyPay Password", links for "Forgot DFAS MyPay Login Id?" and "Forgot DFAS MyPay Password?", and a "Login" button. Below these sections is a "More DS Logon Options" button. At the bottom, there is a "Phishing Alert" section with a warning icon and text: "Phishing Alert: We do not initiate contact with beneficiaries via email or telephone to request private personal (Name, SSN, DOB) or sensitive DS Logon account information (username, password, challenge questions). If you think you provided personal or account information in response to a fraudulent email, website or phone call, be sure to change your password and challenge questions immediately."

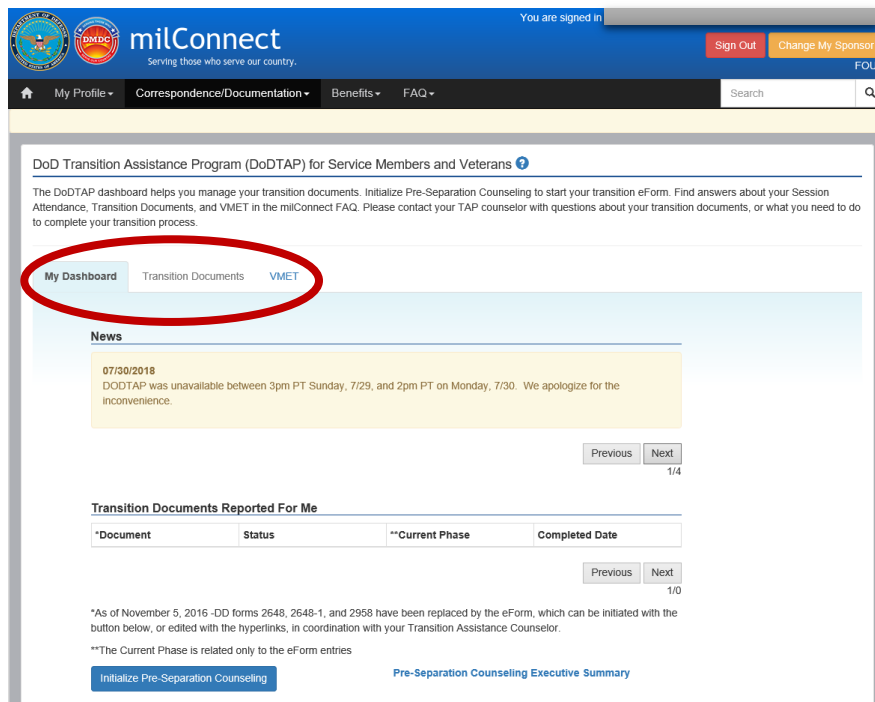
How-to Guide to Access and Initiate Your eForm through milConnect

Step 3. Once signed in, select the 'Correspondence/Documentation' drop down menu.

Click 'DoD Transition Assistance Program (DoDTAP)'.



Note: This is your dashboard. Here you will be able to access your Transition and VMET documents.



How-to Guide to Access and Initiate Your eForm through milConnect

Step 4. To initiate your eForm, click ‘[Initialize Pre-Separation Counseling](#)’ button. If you have already initiated your eForm, click on the ‘[eForm](#)’ short link under **Transition Documents Reported For Me**.

Click here to **ACCESS**

Click here to **INITIATE**

DoD Transition Assistance Program (DoDTAP) for Service Members and Veterans

The DoDTAP dashboard helps you manage your transition documents. Initialize Pre-Separation Counseling to start your transition eForm. Find answers about your Session Attendance, Transition Documents, and VMET in the milConnect FAQ. Please contact your TAP counselor with questions about your transition documents, or what you need to do to complete your transition process.

My Dashboard

Transition Documents

VMET

News

07/30/2018
DoDTAP was unavailable between 3pm PT Sunday, 7/29, and 2pm PT on Monday, 7/30. We apologize for the inconvenience.

PreviousNext

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Transition Documents Reported For Me

*Document	Status	**Current Phase	Completed Date
eForm	In Progress	Pre-Separation Counseling	

PreviousNext

1/1

*As of November 5, 2016 -DD forms 2648, 2648-1, and 2958 have been replaced by the eForm, which can be initiated with the button below, or edited with the hyperlinks, in coordination with your Transition Assistance Counselor.

**The Current Phase is related only to the eForm entries

Initialize Pre-Separation Counseling

Pre-Separation Counseling Executive Summary

Sessions Attended

Session	Completed Date	Military Installation
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PreviousNext

Note: This is what the eForm will look like. In this current phase, Pre-Separation, there are 3 sections.

- 1. Service Members Personal Information
- 2. Pre-Separation/Transition Counseling
- 3. Signatures and Remarks

DoD Transition Assistance Program (DoDTAP) for Service Members and Veterans

The DoDTAP dashboard helps you manage your transition documents. Initialize Pre-Separation Counseling to start your transition eForm. Find answers about your Session Attendance, Transition Documents, and VMET in the milConnect FAQ. Please contact your TAP counselor with questions about your transition documents, or what you need to do to complete your transition process.

My Dashboard

Transition Documents

VMET

Transition Assistance eForm (eForm) -- Data Entry

All sections and data fields of this eForm shall be completed for compliance with all applicable statutory requirements of Chapter 58, Title 10 U.S. Code and DoD policies as prescribed in DoD Instruction 1332.35

Phase: Pre-Separation Counseling

Created: 2018/08/03

Last Updated:

Print

Save

Close

If your personal information is incorrect, you must contact your servicing Personnel Office.

You must save this eForm without errors in order to sign it.

I. Service Member Personal Information

II. Pre-Separation/Transition Counseling, Pre-Separation/Transition Counseling Needs Assessment, Review and Verification

III. Signatures and Remarks