# ARMY NATIONAL GUARD ★

# Credentialing Assistance (CA)

## 1. What Is It?

➤ The Army's Credentialing Assistance (CA) Program provides Soldiers with funding for more than 1,500 credentials listed on https://www.cool.osd.mil/army

## 2. How Do I Qualify?

➤ Soldiers may begin work on their **first credential** upon successful completion of AIT, WOBC or BOLC.

➤ There are 3 credentialing options: Academic, MOS, or Civilian Occupation Related

  o Academic: 1 Credential per earned degree. Credential must be related to that degree. Max of 4 using this option (associate's, bachelor's, master's & certificate)

  o MOS: Credentials are unlimited as long as credential is MOS (PMOS, SMOS, AMOS) or ASI related **and** listed as 'MOST' in Army COOL

  o Civilian Occupational Related: Includes 2 pathway options based on 22 job families. Within each pathway, all credentials listed in that area may be completed. Soldiers establishes eligibility for a second credential pathway upon successful completion of ALC, WOAC or CCC or equivalent (Tier 2)

➤ Soldiers assigned to the following states are eligible for the CA program;

  o Effective 1 Jan 2020: All States/Territories

## 3. What Do I Get?

➤ CA will provide Soldiers up to $4,000 each year to pay for an eligible credential.

➤ Soldiers may use both Federal Tuition Assistance (FTA) and Army Credentialing Assistance (CA); however, the combined usage shall not exceed $4,000 per FY.

➤ CA can be used for any credential listed on https://www.cool.osd.mil/army but does not have to be related to the Soldier's MOS.

➤ CA will pay expenses for classroom, hands-on, online/blended training and associated materials to include: manuals, study guides, textbooks, processing fees, test fees, related fees for continuing education requirements, and recertification of credentials.

## 4. What Are The Most Popular Certifications?

- Associate Professional in HR (aPHR)
- Certified Logistics Technician (CLT)
- Certified Personal Trainer (CPT)
- Certified Welder Commercial (CW)
- Commercial Driver License (CDL)
- Emergency Medical Technician (EMT)
- Lean Six Sigma
- Project Mgmt Professional (PMP)
- Private Pilot, Airplane Single Engine
- CompTIA A+ CompTIA Security +ce

## 5. How Do I Apply?

- Contact your State ESO/ESS to discuss the CA application process and verify eligibility.
- Ensure your credential is listed on Army COOL at https://www.cool.osd.mil/army
- Check the listed of approved training providers or select your own.
- If you don't have a GoArmyEd (GAE) account, create an account at https://www.goarmyed.com/aces/aces_home.aspx
  - When the GAE VIA decision tool launches:
  - Select **"Credential School"** and **"Credentialing Pathway"** to pursue a credential program **IF** you do not have already, an active GoArmyEd account
- Open a helpdesk case in GoArmyEd to retrieve Credential Plan and Statement of Understanding.
- Upload the completed documents to a helpdesk case and check back for status updates.
- Your local education office will review the documents for completion and escalate it to ACCESS ArmyU (AU) for payment and approval. The Soldier will not be reimbursed for any payments made to the training provider.
- ACCESS AU will notify the Soldier if approved/disapproved.
- Step-by-Step guides are available for each of these directions. Contact your ESO/ESS for more information.

## 6. Where Can I Go For Testing?

- Testing locations vary based on the exam. Check with your credentialing agency to find out where they offer testing. There are two major companies that offer certification and licensure exams. You can find local test centers on their websites:
  - Pearson VUE:      https://home.pearsonvue.com/
  - Prometric:      https://www.prometric.com/en-us/Pages/home.aspx

## For More Information:

- Go to Army COOL:      https://www.cool.osd.mil/army
- Apply On Line:      www.goarmyed.com
- Contact your ESO:      www.nationalguard.com/select-your-state
- Visit Us Online:      www.nationalguard.com/education

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