



Military Transition Checklist

1 Month After Separation

- ☐ Make certified copies of DD Form 214.
- ☐ Enroll in VA healthcare and schedule appointments.
- ☐ Monitor or file VA disability claim.
- ☐ Check shipped household goods and file claims.
- ☐ Secure permanent housing.
- ☐ Apply for VA Home Loan Certificate of Eligibility.
- ☐ Update address with banks, VA, USPS.
- ☐ Continue job search or start new job.
- ☐ Ensure GI Bill certification for school.
- ☐ Explore VR&E program if applicable.
- ☐ Confirm new health and dental insurance.
- ☐ Use VA pharmacy and mental health resources.
- ☐ Adjust budget and financial plans.
- ☐ Verify retirement pay and SBP.
- ☐ Support family transition and new routines.
- ☐ Obtain Veteran ID or update license.
- ☐ Apply for state veteran benefits.
- ☐ Use Military OneSource for continued support.

1 Month Before Separation

- ☐ Attend final out-processing briefings.
- ☐ Return all issued gear and turn in decals.
- ☐ Confirm terminal leave and separation dates.
- ☐ Obtain and review DD Form 214.
- ☐ Schedule and attend final medical appointments.
- ☐ Refill prescriptions for post-separation.
- ☐ Confirm TAMP coverage and DEERS info.
- ☐ Complete household move and inspections.
- ☐ Provide forwarding address and update records.
- ☐ Confirm job start date or apply for unemployment.
- ☐ Close military-specific financial accounts.
- ☐ Check final LES and DFAS access.
- ☐ Obtain new family ID cards.
- ☐ Transfer children to new schools.



- ☐ Return any remaining government property.
- ☐ Access support if feeling emotionally stressed.

3 Months Before Separation

- ☐ Attend TAP Capstone and complete DD Form 2648.
- ☐ Meet with VA Benefits Advisor.
- ☐ File standard VA claim if BDD window missed.
- ☐ Ensure Separation Health Assessment is complete.
- ☐ Apply for GI Bill Certificate of Eligibility.
- ☐ Continue job applications and interviews.
- ☐ Use veteran job placement services.
- ☐ Refine résumé and prepare for interviews.
- ☐ Prepare federal résumé and Veterans' Preference docs.
- ☐ Finalize school acceptance and register.
- ☐ Register for vocational training or apprenticeships.
- ☐ Attend TAP career tracks (if not yet done).
- ☐ Update financial budget and prepare for separation pay.
- ☐ Research and apply for state unemployment benefits.
- ☐ Decide on TSP rollover or leaving funds.
- ☐ Finalize VGLI application or private insurance.
- ☐ Confirm TAMP eligibility and DEERS info.
- ☐ Coordinate healthcare enrollment post-TAMP.
- ☐ Arrange dental/vision coverage.
- ☐ Confirm relocation and housing logistics.
- ☐ Prepare spouse/children for job/school transition.
- ☐ Complete SBP elections and retirement briefings.
- ☐ Request final medical and service records.

6 Months Before Separation

- ☐ Attend mandatory TAP counseling and workshops.
- ☐ Begin Individual Transition Plan (ITP).
- ☐ Translate military skills and draft a civilian résumé.
- ☐ Create a LinkedIn profile and network with mentors.
- ☐ Apply for DoD SkillBridge if eligible.
- ☐ Begin job search and attend career fairs.
- ☐ Research and apply to education programs if using GI Bill.
- ☐ Obtain Joint Services Transcript or CCAF transcript.
- ☐ Initiate VA disability claim via BDD (if eligible).
- ☐ Work with a VSO on claim documentation.
- ☐ Research healthcare options: TAMP, CHCBP, VA.



- ☐ Build a post-separation budget and emergency fund.
- ☐ Compare SGLI to VGLI and private life insurance.
- ☐ Learn about VA Home Loan and state benefits.
- ☐ Plan post-military housing and relocation.
- ☐ Notify housing office if on-base.
- ☐ Schedule household goods shipment.
- ☐ Involve family in transition planning.
- ☐ Use spouse and family support programs.
- ☐ Schedule medical/dental appointments.
- ☐ Document medical conditions for VA.
- ☐ Compile and organize service documents.
- ☐ Download VMET and request medical/dental records.