MILGEARS Process:

ArmylgnitED – Service Member

Log into ArmylgnitED to access your Dashboard.



Click the box marked "Start here to get your funding."



Click the appropriate Credentialing Assistance goal and click the "<u>HERE</u>" link to access MILGEARS. (You can also access MILGEARS from the left-hand menu on your Dashboard.)

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Read the description regarding MILGEARS and click link to proceed to MILGEARS website.



Click "Continue to External Site" on the pop-up.

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verview of where a Soldier is now, where they are going, and sh ducation goal.	ows how their skills, interests, values, and li	ifestyle align wi	ith their career and education goals. MILGEARS allows you to take assessments and create an
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lease take the following actions	You are about to leave ArmyIgnitED.		
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On the MILGEARS page, select Get Started, then select "E		GOBACK	en instructions.
 After completing the MILGEARS process, you will be provided. In the ignited Student Portal, select MILGEARS on the left 	ded with a career plan document that you v side menu and then upload your career plan	vill need to uplo h when you sele	oad under MILGEARS within the Ignited Student Portal. ect Create New Plan. You are now ready to create a Credentialing Assistance education goal.
This plan can be uploaded below for quick reference by yo	u, or a CA Virtual Counselor to assist with o	ounseling found	d at https://www.cool.osd.mil/army/costs_and_funding/index.html?credentialingassistance

You will then be taken to the MILGEARS website via a new window. Read and click "Got It!"



Click "Get Started" to begin the MILGEARS assessment. Follow prompts on the MILGEARS website to complete the process and save your results as a document on your computer.



After saving your results, return to your ArmylgnitED window and click "Create New Plan."

← MILGEARS + CREATE NEW PLAN
MILGEARS
MILGEARS is a decision support tool to help Soldiers prepare for and become increasingly qualified for employment as they transition from military service to the civilian workforce. The MILGEARS goals report provides an overview of where a Soldier is now, where they are going, and shows how their skills, interests, values, and lifestyle align with their career and education goals. MILGEARS allows you to take assessments and create an education goal.
Please take the following actions Use the link below to visit the MILGEARS webpage to start your career exploration, by selecting the MILGEARS WEBSITE button. On the MILGEARS page, select Get Started, then select "Engage My Career" under the "Tools" tab and follow the onscreen instructions. After completing the MILGEARS process, you will be provided with a career plan document that you will need to upload under MILGEARS within the Ignited Student Portal. In the Ignited Student Portal. Secte MILGEARS on the Ieff side menu and then upload you career plan when you select Create New Plan. You are now ready to create a Credentialing Assistance education goal. This plan can be uploaded below for quick reference by you, or a CA Virtual Counselor to assist with counseling found at https://www.cool.osd.mil/army/costs_and_funding/index.htm?credentialingassistance
MILGEARS WEBSITE
Plans

Name your Plan whatever name you choose and click "Choose File" link to upload your MILGEARS file. After your file is uploaded, click "Submit Plan."

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You will then see your document has been uploaded.

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After your Education Goal is submitted and approved (see Submitting Education Goal tutorial), it is time to apply for funding. Complete the following steps to link your MILGEARS results (**optional**).

Click "View Details" on your approved goal.

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Click "Link MILGEARS Plan."

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Click the title of your MILGEARS plan.

You'll see that your CPD plan has been successfully linked to your goal.

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