

ARMY NATIONAL GUARD ★

Updated: 25 September 2019



Credentialing Assistance (CA)

1. What Is It?

- The Army's Credentialing Assistance (CA) Program provides Soldiers with funding for more than 1,600 credentials listed on <https://www.cool.army.mil/>

2. How Do I Qualify?

- Soldiers may begin work on their **first credential** pathway upon successful completion of IADT, WOBC or BOLC (Tier 1).
- Soldiers establish eligibility for a **second credential** pathway upon successful completion of ALC, WOAC or CCC or equivalent (Tier 2).
- Soldiers assigned to the following states (including TX and KY) are eligible for the CA program;
 - Effective 1 Oct 2019: CO, KS, NY and WA
 - Effective 1 Nov 2019: GA and NC
 - Effective 1 Dec 2019: AZ, CA, LA, PA, SC and VA
 - 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.army.mil/> 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 (CW) Commercial
- Certified Personal Trainer
- Driver License (CDL)
- CompTIA
- Emergency Medical Technician (EMT)
- Lean Six Sigma
- Project Mgt 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.army.mil/>
- Ensure your training provider has been vetted (approved) by HQ ACES
- Receive a CA Application/Request from your ESO/ESS and complete all tabs (Excel file)
- Fill out a helpdesk case in GAE and upload the completed excel file and SOU
- Gather all required documents/forms required for training and upload in the GAE eFile
- Education office reviews documents for completion and escalates to HQ ACES for action
- HQ ACES notifies Soldier if approved/disapproved
- If you don't have a GoArmyEd (GAE) account, create an account at www.goarmyed.com
 - When the GAE VIA decision tool launches:
 - Select **"Credential School"** and **"Credentialing Pathway"** degree program to pursue a credential program.

6. Where Can I Go For 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: www.cool.army.mil
- 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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