



April 5, 2000

VETERANS' PROGRAM LETTER NO. 06-00

TO: ALL REGIONAL ADMINISTRATORS, DIRECTORS  
AND ASSISTANT DIRECTORS FOR VETERANS'  
EMPLOYMENT AND TRAINING  
ALL STATE EMPLOYMENT SECURITY AGENCY  
ADMINISTRATORS (SESAs)

FROM:

  
ESPIRIDION "AL" BORREGO

SUBJECT: Veterans' Employment and Training Service (VETS) Licensing and  
Certification Website, *Use Your Military Training and Experience*  
(UMET)

I. Purpose: To provide information to field staff pertinent to the UMET website that is currently on line that supports VETS' licensing and certification (credentialing) initiatives affecting transitioning military service members and veterans.

II. Background: In recent years, having an occupational license or certification has become a common requirement for many types of civilian jobs. For some jobs, the law requires obtaining a license prior to employment. For others, a credential is required at the discretion of the employer as a means of readily identifying qualified candidates for positions. For still others, a credential is obtained at the individual's initiative as a means of demonstrating skills or professional status.

Those transitioning service members or veterans seeking civilian jobs that require a license or certificate - the most common forms of credentialing - may have difficulty obtaining a job or may face delays in obtaining employment if they do not have the license or certificate they need. Thus, it is important for service members and veterans to know what credentialing requirements might apply to them, and to be able to determine whether or not their military training and experience will qualify them for the credential. This website is designed to provide information to enlisted service members and veterans on how to prepare for licensing and certification. It also provides information on how to qualify for certain non-credentialed jobs that have standardized employment requirements, i.e. U.S. Marshals, correctional officers, law enforcement officers, Immigration and Naturalization Service agents, U.S. postal workers, etc.

In addition to providing information to service members and veterans, the website is intended to serve as a resource for credentialing board officials who may need to assess military training and experience for its comparability to the board's requirements, and for employers seeking access to a credentialed labor pool.

III. Functional Requirements: It has been determined that there are three primary users of this system:

- ▶ enlisted service members and veterans;
- ▶ credentialing boards; and
- ▶ employers

**Enlisted Service members and Veterans:**

The website contains the following information for Enlisted Service members and Veterans:

- **Answers to Frequently Asked Questions**- General information about credentialing, including what it is, how it affects Service members and veterans, and what resources are available to assist these individuals in becoming credentialed.
- **Information on Certification and Licensure Requirements** - For 25 civilian occupations that were determined to be most relevant to transitioning military personnel, the site provides information on whether military training and experience enables them to meet the civilian licensure and certification requirements. For individuals interested in credentialing requirements for other occupations, the site provides links to other information sources.
- **Information on Jobs with Standardized Requirements** - The website also includes information on selected occupations that, while not formally credentialed, have standardized employment requirements. These include, for example, postal service jobs, fire fighters, and a number of law enforcement positions.
- **Relevant Links** - The site provides a number of links to other websites of potential interest to Service members and veterans, including links related to:
  - ▶ career and employment information;
  - ▶ translating military to civilian experience;
  - ▶ military sites related to credentialing;
  - ▶ additional sources of civilian credentialing information; and
  - ▶ transition assistance services.

## **Credentialing Boards and Employers:**

The website provides the following information for credentialing boards and employers:

- **Transitioning Military Personnel as a Pool of Skilled Workers** - Background information about military training and experience and veterans qualifications, including:
  - ▶ overview of major occupational specialties of transitioning military personnel; and
  - ▶ most popular career fields sought by transitioning military personnel.
- **Comparability of Military and Civilian Training** - describes some of the steps taken by the military to meet civilian standards for training and to assess the equivalency of military and civilian training.
- **Examples of Recognition of Military Training and Experience by Credentialing Boards** - provides examples of occupations where credentialing boards have recognized military training and experience.
- **Types of Available Documentation of Military Training and Experience** - discusses the types of official military documentation that are available that can help credentialing boards and employers accurately assess an individual's military training and experience.
- **Model Employer-Sponsored Programs Using Credentialed Veterans as a Potential Labor Pool** - provides information on various initiatives developed jointly between private sector employers and the U.S. Department of Labor's Veterans' Employment and Training Service (VETS). These programs have created win-win situations where veterans receive assistance in becoming licensed or certified, and employers obtain access to a credentialed labor pool.

IV. **Web Site Access:** UMET can currently be accessed through the VETS' website at <http://www.dol.gov/dol/vets/>. Once on the VETS' home page, scroll down to the heading **Comparability of military and civilian training**. Click on the heading and you will access the UMET home page.

V. Methods and Procedures: By combining existing information on civilian credentialing requirements with information unique to the needs of current and former military personnel, the VETS' credentialing website will enhance the ability of these individuals to become credentialed, thus reducing unemployment and underemployment among transitioning military personnel and veterans. The VETS' credentialing website will become the main source of information on licensure and certification for service members and veterans. It will allow DOL/VETS to take advantage of efforts already underway, such as the Employment and Training Administration's credentialing databases, while providing important information, not currently available, on how individuals who received their occupational training in the military can most easily meet civilian credentialing requirements.

VI. Action:

A. DVETs should meet and discuss this issuance with appropriate SESA staff to ensure the purpose of this VPL is adequately addressed in a timely manner. DVETs should also contact Base Transition Managers and let them know about the web site, provide them the name and URL, and encourage them to share this information with military personnel and their spouses. In addition, DVET should, when they make their TAP site(s) visits, ensure that this information is being provided to TAP participants.

B. SESAs should inform DVOP and LVER staff of the content of this VPL.

C. DVOP and LVER staff should become familiar with and utilize the website when providing employment services to veterans.

VII. Inquiries: Any questions regarding this guidance should be directed through the Regional Office to Ron Benson in the VETS' National Office at (202) 693-4715.

VIII. Expiration Date: September 30, 2001