

HOW TO APPLY

STEP 1

To initiate the SkillBridge Partner application please follow the link:

<https://skillbridge.osd.mil>

- Upon submission of your profile information, you will receive a link to the SkillBridge Partner application. When you submit the SkillBridge Partner application, be prepared to submit the following:
- SkillBridge Program Training Plan that identifies the knowledge, skills, and abilities to be developed and the range of occupational positions to which the Program is applicable.
- Prior to submitting the SkillBridge Partner application, please review the Partner Tool Kit: <https://skillbridge.osd.mil>
 - Partner Toolkit Includes:
 - Training Plan Templates
 - Job Description Template
 - Questionnaire/Application Preview

STEP 2

Upon completion of the SkillBridge Partner application, the SkillBridge Program Office will review the application for final approval.

- The application review process will take about 30-60 *business* days.

STEP 3

- A link for the DoD SkillBridge MOU will be sent to you for review and signature.

STEP 4

- Notice of the final approval, the signed MOU, and instructions for updating your profile on the SkillBridge Program website will follow.

Authorizations: Service members must be approved by their Chain of Command to participate in SkillBridge Partner Programs approved by DoD as outlined on <https://skillbridge.osd.mil>.



Becoming a SkillBridge Partner



Website: <https://skillbridge.osd.mil>

Email: osd.p-r.skillbridge@mail.mil

Purpose: The Department of Defense SkillBridge Program provides transitioning Service members with the opportunity to develop additional skills and experience to facilitate their employment in the civilian sector upon transition from military service.



Background: Since its inception in 2011, the DoD SkillBridge Program has facilitated the transition of over 50,000 Service members. The Program's success is attributed to our strong and mutually supportive partnership with industry leaders across the civilian employment spectrum and a mutual obligation to take care of transitioning Service members. Over the past three years, the number of SkillBridge Partnerships has tripled, with 1,700 different private sector companies now offering Programs to increase occupational skills and capabilities.

IS YOUR ORGANIZATION QUALIFIED FOR A SKILLBRIDGE PARTNERSHIP?

QUESTION 1: Is your organization a current SkillBridge Partner? Please check at <https://skillbridge.osd.mil>

QUESTION 2: If not already a Partner, what type of SkillBridge Program is your organization proposing?

- DOL Registered Apprenticeship Program – Apprenticeship.gov
- Qualified VA Registered OJT Program – <http://inquiry.vba.va.go>
- Program Accredited by Department of Education – www2.ed.gov/admins/finaid/accred/index.html
- Program Accredited by American National Standards Institute – www.ansica.org/wwwversion2/outside/CAPdirectory.asp?menuID=212
- Program Accredited by Council on Occupational Education – www.council.org/accredited-institutions/
- Program Accredited by Federal Law Enforcement Training Accreditation – www.fleta.gov/AboutFLETA/accredited-programs.html
- Employment Skills Training Program
- Established Internship Program

Note: The prospective Partner is responsible for gaining applicable Program accreditation before applying to be a SkillBridge Partner.



SkillBridge Program Opportunity Should:

- ✓ Provide high probability of post-service employment following SkillBridge Program participation.
- ✓ Provide opportunity for post-service compensation that is commensurate with the knowledge, skills, and abilities required to successfully perform in the occupation following SkillBridge Program participation.
- ✓ Refine and enhance the Service member's skills acquired during their military service in order to perform occupations in the civilian workforce.
- ✓ Provide skills that may not relate to the Service member's military occupation but do correlate to the successful performance of a civilian occupation identified by the Service member.

Other SkillBridge Program Factors:

- The Program must not create a conflict of interest for Service members.
- Must not involve federally illegal or controlled substances.
- The Program must promote activities that are supportive to good order and discipline.
- Service members are prohibited from receiving wages, training stipends, or financial compensation.
- Service members are limited to work no more than 40 hours in any work week.
- Offer Program at no cost to Service members.
- Provide opportunities consistent with SkillBridge Program training plan.
- Service members continue to report to Service Chain of Command and Service Department.

