Initiate PreSeparation Counseling and Digitally Sign eForm (e2648)

Complete the following steps to initiate your PreSeparation Counseling and digitally sign your eForm.

3. Type https://milconnect.dmdc.osd.mil/milconnect/ into your web browser. **NOTE:** Internet Explorer is no longer supported. Please use Google Chrome, MS Edge, Mozilla Firefox or another modern web browser for DODTAP. Use Chrome or Firefox for VMET downloads, as issues have been reported when using Safari and MS Edge web browsers.

   The **milConnect website** is displayed.

4. Click on the **Sign In** button.

   The **milConnect Logon** page is displayed

   Service members have three different logon options:
   - DS Logon
   - CAC
   - DFAS myPay Password

3. Select the Login option that is best for you. Enter the required information and click on the **Login** button.
The **Self Service Consent to Monitor** page is displayed.

4. Click on the **OK** button.

   The **My Profile** page is displayed.

5. Click on the Correspondence/Documentation dropdown menu.
6. Select the DoD Transition Assistance Program (DoDTAP) link.

7. Click on the button to open the eForm/e2648.
The Initialize Pre-Separation Counseling dialog box is displayed.

8. Click on the Continue button. The Transition Assistance eForm (DD2648) – Data Entry page is displayed.

9. Click on the Save button. Complete all the required fields in items 1-31. The number in the red oval indicates the number of required items that need to be completed. Be sure to answer items 26. Post-Separation (Civilian) Email and 27. Post-Separation (Civilian) Phone Number.
10. Click on **Signatures and Remarks**. The number in the red oval indicates the number of required items that need to be completed.

11. Answer items 1.-4.a in the **Service Member Consent for Information Sharing and/or Post-Separation Contact** section.
12. Click on the **Save** button.

**NOTE:** Once you have entered all of the required information and successfully saved the form, the button will turn blue.

13. Click on the **Click Here to Sign** button.

You will automatically exit the eForm and return to your dashboard.

14. Click on the **eForm** button.
15. Scroll down and click on **Signatures and Remarks**.

16. Take a screenshot of your signature or click on the **Print** button to print a copy.

**NOTE:** Provide the screenshot or print out to your UTC as proof of initiating PreSeparation Counseling and updating your eForm/DD2648.