

APPENDIX E: DoD FINANCIAL MANAGEMENT CERTIFICATION PROGRAM

DEFENSE FINANCIAL MANAGEMENT CERTIFICATION PROGRAM OVERVIEW

The Department of Defense (DoD) Financial Management (FM) Certification Program serves an accreditation function within the DoD FM community as directed by DoD Instruction 1300.26.

On 1 July 2014, the DoD FM Certification Program was implemented Army-wide, specifically positions within 05XX occupational series.** Applicable Position Descriptions (PD) have been updated and designate one of three Certification Levels per corresponding General Schedule (GS) or equivalent:

- Certification Level 1** - GS-01 to GS-08
- Certification Level 2** - GS-09 to GS-13
- Certification Level 3** - GS-14 and above

Civilian and Military careerists with DoD FM Certification designation have two years to complete their respective Certification Level requirements and achieve Certification. Once achieved, careerists must complete Continuing Education Training (CET) every two years to sustain their proficiency in FM and leadership competencies.

The following chart provides a snapshot DoD FM Certification Level and their requirements:

	Level 1	Course Hours	Level 2	Course Hours	Level 3	Course Hours
FM Competencies & Proficiency Levels 1 - 5 (PLs 1 - 5)	Financial Management Systems (PL1)	6	Financial Management Systems (PL3)	8	Financial Management Systems (PL5)	4
	Decision Support (PL1)	4	Decision Support (PL3)	8	Decision Support (PL5)	10
	Fundamentals and Operations of Primary Track (Accounting or Budget or Finance or Mil & Civ Pay) (PL1)	6	Accounting Analysis <u>OR</u> Financial Management Analysis (PL3)	10	Accounting Analysis <u>AND</u> Financial Mgt Analysis (PL5)	12
			Budget Formulation, Justification and Presentation <u>OR</u> Budget Execution (PL3)	10	Budget Formulation, Justification and Presentation <u>AND</u> Budget Execution (PL5)	12
			Concepts, Policies and Principles of Primary Track (Accounting, Budget, Finance, Audit, Commercial Pay or Payroll) (PL3)	10	Advanced Financial Management (PL5)	12
			Fundamentals and Operations of Alternate Track (Accounting or Budget or Finance or Mil and Civ Pay) (PL1)	6	Concepts, Policies and Principles of Alternate Track (Accounting, Budget, Finance, Audit, Commercial Pay or Payroll) (PL3)	10
Leadership Competencies Levels	Lead Self Competencies	6	Lead Teams/Projects Competencies	10	Lead People Competencies	12
Other Required Courses	Course: DoD FM 101 (12 Modules*)	24	Courses: Audit Readiness, Fiscal Law, and Ethics	9	Courses: Audit Readiness, Fiscal Law, and Ethics	9
Total Course Hours		46		71		81
FM Work Experience	2 years in DoD		4 years (2 in DoD)		8 years (2 in DoD)	
Developmental Assignment					At least one 3-month developmental assignment	
Sustainment Training	40 CET Hours every 2 years		60 CET Hours every 2 years		80 CET Hours every 2 years	
* 6 of 12 modules may be waived – except Audit Readiness				PL - Proficiency Level		

** Position Descriptions for Non-5XX series reflecting 51% or more financial management functions may be coded for DoD FM Certification.

DoD FM Certification is a course-based program. Careerist utilize FM and Leadership courses to verify and fulfill identified FM competencies. Applicable DoD, Government, and Commercial training courses are searchable within FM Online, including both Active and Inactive training.

Careerist can use a Learning History Worksheet to easily track the applicable courses and their alignments to their respective Certification Level, and quickly identify competency gaps.

Additionally, each Certification Level has FM experience requirements, which includes a minimum two-year DoD experience requirement for all Levels and general FM experience requirements for Certifications Level 2 and Level 3.

There is a three step process to enter input for Certification Processing: 1) Record Learning, 2) Record Documentation, and 3) Request Achievement Approval. These steps are completed within the Financial Management Learning Management System (FM LMS) portal and repeated for each competency.

When all competency and experiential requirements have been met, careerists will use the three step process once again to Request Certification Approval through the following routing:

User → S1 → Component Certification Authority (CCA) → OUSD (C)

CP-11 ACTEDS INTERNS & DoD FM CERTIFICATION PROGRAM

CP-11 ACTEDS Interns function within Department of Army FM community throughout and upon completion of their program. The CP-11 ACTEDS Intern Program curriculum incorporated baseline coursework to ensure foundational and technical training respective to the various DoD FM Certification Program competencies were achieved. CP-11 ACTEDS Interns have officially been designated Certification Level 1. All future CP-11 ACTEDS Intern recruitment efforts are to include the designation for obtaining and maintaining Certification Level 1.

During their 24-month program, CP-11 ACTEDS Interns are assigned to an ASA (FM&C) Proponency hierarchy in FM LMS and maintain Certification Level 1 designation through the completion of their intern program. Certified graduates will be aligned under their Command with Certification Level 2 designation. Courses within the CP-11 intern program curriculum posture graduates to quickly fulfill Certification Level 2 competency requirements, but many will not yet have the four years of FM experience required for Level 2 Certification achievement.

Achievement of Level 1 Certification is not required for promotion to the GS-11, but interns must obtain Level 1 Certification prior to being transitioned to Certification Level 2. Interns who have not achieved Certification prior to their graduation will remain at Level 1 as a GS-11 until the Certification has been achieved. Once achieved, they will be transitioned to their Command hierarchy in FM LMS and coded as per the Position Description associated to their permanent placement.

CP-11 ACTEDS INTERNS & FM LMS

FM LMS approval routing is slightly different for interns due to their centralized alignment and involvement in DoD FM Certification Program as per Army Implementation Guidance:

Intern (**User**) → ASA (FM&C) Proponency (**S1**) → Chief, ASA (FM&C) Proponency (**CCA**) → OUSD (C)

S1 designation for interns is within the ASA (FM&C) Proponency Office. The Chief of ASA (FM&C) Proponency approves final Requests for Certification Approvals as CCA. Administrative changes are processed through the Department of Army DoD FM Certification Team as the Component Administrator (CA), but may also be processed by the Lead CA at the intern's respective Command.

CP-11 ACTEDS INTERNS & PREPARING FOR CERTIFICATION

CP-11 ACTEDS Interns follow the same Three-Step Process as careerists for competency achievement within FM LMS: 1) Record Learning, 2) Record Documentation, and 3) Request Achievement Approval.

CP-11 ACTEDS Intern Program curriculum designates baseline resident and distance learning coursework that fulfills these competencies. For reference, CP-11 ACTEDS Intern Program coursework alignments are provided in Learning History Worksheet format at the end of this document.

Level 1 Certification requires the identification and fulfillment of one of four Primary Tracks: 1) Accounting, 2) Budgeting, 3) Finance, and 4) Military/Civilian Pay. Interns are to select the Primary Track most associated with their functional duties.

Interns will follow the Learning History Worksheet for Certification Level 1 when completing their requirements. This template can be obtained at the following link:

https://fmonline.ousdc.osd.mil/Assets/documents/docs-certification/training/Certification_Level_1_Learning_History_Worksheet.xlsx

Recording Learning and Documentation for DoD Experience

In addition to the FM competencies, two years of DoD experience is required to achieve Level 1 Certification. This will be achieved via completion of the ACTEDS Intern Program, but prior military and civilian experience can be used to fulfill the requirement as applicable.

A Memorandum for Record (MFR) is used to Document the experience using substantiating information. The Intern's Immediate Supervisor is responsible for completing the MFR. Qualifying substantiating information consists of, but is not limited to: resume, most recent SF-50, civilian record brief, and/or military record brief.

The MFR template for Experience can be found at the following link:

https://fmonline.ousdc.osd.mil/Assets/documents/docs-certification/training/K3_Template_MFR_FM_Experience.doc

CP-11 ACTEDS INTERNS & PROCESSING CERTIFICATION ACHIEVEMENTS

The following provides a brief breakout of each of the three step process within FM LMS:

Step 1: Record Learning

Once the associated coursework is identified on the Learning History Worksheet to fulfill its respective Level 1 FM competency, the coursework must be Recorded in FM LMS as an achievement. **Do not attach documentation in this step.**

Information on how to Record Learning in FM LMS can be found at the following link:

https://fmonline.ousdc.osd.mil/Assets/documents/docs-certification/training/job-aids-3-step/JA_U02_User_How_to_Find_Record_External_Course_LMS.pdf.

Step 2: Record Documentation

Once all associated coursework for a competency has been Recorded in FM LMS the supporting documentation must also be uploaded. **Only one file may be uploaded per competency.** For example, if two courses are being used to fulfill Financial Management Systems competency, two course certificates must be scanned and saved to one PDF file containing both certificates of completion. *All Personal Identifying Information (PII) must be removed or redacted from documentation prior to upload into FM LMS.*

This step must be repeated for each competency.

Information on how to Record Documentation in FM LMS can be found at the following link:

https://fmonline.ousdc.osd.mil/Assets/documents/docs-certification/training/job-aids-3-step/JA_U03_User_How_to_Upload_Documentation_LMS.pdf.

Step 3: Request Achievement Approval (Competency)

Once Step 1 and Step 2 are complete, the intern may submit the Request Achievement Approval of the respective Competency. NOTE: This is different from requesting approval for Certification Level Completion.

Intern (**User**) → ASA (FM&C) Proponency (**S1**)

Requests for Achievement Approval (Competencies) will route from the Intern to the S1 for approval. Once submitted only the S1 has the ability to approved or disapprove the competency achievement. Declinations will identify why the achievement was declined, how to resolve, and relevant coordination Point of Contacts (POC).

Information on how to Request Achievement Approval (Competencies) in FM LMS can be found at the following link:

https://fmonline.ousdc.osd.mil/Assets/documents/docs-certification/training/job-aids-3-step/JA_U04_User_How_to_Request_Approval_Completed_Certification_Requirement_Achievement_LMS.pdf

This step must be repeated for each competency.

TRACKING PROGRESS

A Certification Scorecard breaks out each competency and identifies how many hours are required, how many hours have been recorded (Step 1), if the documentation has been uploaded (Step 2), and if the achievement has been completed (Step 3). Interns should view their Certification Scorecard as work through the three-step process to ensure input is being recorded properly and identify any duplicate entries.

Information on how to Access and Run a Certification Scorecard Report in FM LMS can be found at the following link:

https://fmonline.ousdc.osd.mil/Assets/documents/docs-certification/training/job-aids-fm-lms/JA_U08c_User_How_to_Access_and_Run_a_Scorecard_Report_in_the_DoD_FM_LMS.pdf

ACQUISITION CODING AND DAWIA CROSS-WALK

In some cases CP-11 ACTEDS Interns are coded as Acquisition and hold an additional requirement of completing a Defense Acquisition Workforce Information Act (DAWIA) training. CP-11 Intern positions that fall in this function are coded as DAWIA Level 1 in one of two Acquisition Categories: Business – Financial Management or Business – Cost Estimating. Certification Scorecards for interns with a DAWIA designation will not have the same competencies listed above as those competencies are fulfilled within the DAWIA Level 1 curriculum. Certification Scorecards for DAWIA personnel will list their achievement of the respective DAWIA Level as a competency to fulfill. Interns with this designation will need to upload their certificate of completion for DAWIA Level 1 in Step 3 for this competency.

Information on Record DAWIA Certification in FM LMS can be found at the following link:

https://fmonline.ousdc.osd.mil/Assets/documents/docs-certification/training/job-aids-3-step/JA_U18_User_How_to_Record_DAWIA_Certification_LMS.pdf

REQUESTING CERTIFICATION COMPELETION (Certification Level Complete)

Once Steps 1 through 3 have been completed and approved for each competency, and the two-year DoD FM experience met with appropriate documentation**, an intern can Request Achievement Approval as Certification Level Complete. Approval for Certification Completion will process within FM LMS through the following routing:

Intern (**User**) → ASA (FM&C) Proponency (**S1**) → Chief, ASA (FM&C) Proponency (**CCA**) → OUSD (C)

** MFR for Interns who will not have two years of DoD experience until completion of the intern program are not to be processed until SF-52 for Promotion to GS-11 is in-progress.

Once the S1 and CCA have approved the Request for Certification Completion the process through OUSD(C) may take up to four months. Interns will receive an email notification advising them of Certification determination. Those with approved Certifications will receive information on how to download a digital copy of their certificate of completion. Interns will maintain Level 1 Certification status until they are moved to Level 2 status as a GS-11.

Information on how to Request Achievement Approval (Certification Level Complete) in FM LMS can be found at the following link:

https://fmonline.ousdc.osd.mil/Assets/documents/docs-certification/training/job-aids-3-step/JA_U04_User_How_to_Request_Approval_for_FM_Certification_LMS.pdf

CONTINUING EDUCATION TRAINING FOR CP-11 ACTEDS INTERNS

Continuing Education Training (CET) is to be complete every two years after the respective Certification Level has been achieved. CETs are only applicable after Certification has been achieved and to the Certification Level assigned. CETs are recorded within FM LMS (Step 1), but Step 2 (Document Learning) and Step 3 (Request Achievement Approval) are not currently required for CET achievements.

Interns who achieve Level 1 Certification should ensure any CET completed is aligned to competency requirements applicable to Certification Level 2 or 3 to ensure future applicability.

ACADEMIC COURSE ALIGNMENT

The baseline training courses within the CP-11 ACTEDS Intern Program fulfill the required Certification Level 1 competencies. However, interns should prepare themselves for Certification Level 2 achievements, which may include the use of academic courses.

To search courses applicable to FM Certification, please access FM MyLearn Course Search function for Academic Courses at the following link:

<https://fmonline.ousdc.osd.mil/FMMyLearn/Academic-Course-Search.aspx>

NOTE: Both the academic transcript showing course completion AND the memo associated with the respective course from FM MyLearn must be uploaded for Academic Courses in Step 2 (Record Learning).

For more information on alignment of Academic Coursework to FM Certification competencies, please access the “How to Use the Academic Matrices” tutorial on FM MyLearn at the following: https://fmonline.ousdc.osd.mil/Assets/documents/docs-fm-my-learn/How_to_Use_the_Academic_Matrices.pdf

DoD FM CERTIFICATION PROGRAM RESOURCES

For more information on common submission errors and pertinent tutorials, please access the “Training Resources” section on FM Online at the following link:

<https://fmonline.ousdc.osd.mil/Resources/training-resources.aspx#resource1>.

For more information regarding the DoD FM Certification Program requirements, please review the DoD FM Online website for (<https://fmonline.ousdc.osd.mil/>).

Information on specific Certification levels, training requirements, available distance learning and to register for applicable training courses, please access FM MyLearn.

(<https://fmonline.ousdc.osd.mil/FMMyLearn/Default.aspx>).

Competency	Hours Required	Course	Vendor	Type	Prof. Level 1 Comp. Hrs.	FM Online Alignment	Tuition	TDY
Financial Management Systems	6	Programs & Policies -City Pair Program	DTMO - TRAX	WBT	1	City Pair Program	N/A	N/A
		DTS (Basic) - About DTS	DTMO - TRAX	WBT	1	About Defense Travel System	N/A	N/A
		DTS (Special Topic) - Cancellation Procedures	DTMO - TRAX	WBT	1	Cancellation Procedures in Defense Travel System	N/A	N/A
		GFEBs L101E - GFEBs Overview	ALMS	WBT	1.5	GFEBs-General Course-L101E-GFEBs Overview	N/A	N/A
		GFEBs L201E - Integrated Process Overview	ALMS	WBT	1.5	GFEBs-General Course-L201E-Integrated Process Overview	N/A	N/A
		GFEBs L303E - Navigation and Reports	ALMS	WBT	4	GFEBs-General Course-L303E-Navigation and Reports	N/A	N/A
		GFEBs L305E - Business Intelligence Reporting Fundamentals	ALMS	WBT	1.5	GFEBs-General Course-L305E-Business Intelligence Reporting Fundamentals	N/A	N/A
		GFEBs Financials	SSI FMS	Resident	12.5	FM School-General Fund Enterprise Business System (GFEBs)-Financials	N/A	Yes
		Army Comptroller Course	Syracuse	Resident	3	ASA (FM&C) PO - Army Comptroller Course (ACC)	Yes	Yes
Army Working Capital Fund Course	Calibre	Resident	1.5	Army Intern Working Capital Fund (WCF) Course	N/A	Yes		
Decision Support	4	Army Working Capital Fund Course	Calibre	Resident	7.5	Army Intern Working Capital Fund (WCF) Course	N/A	Yes
		GFEBs Cost Management	SSI FMS	Resident	4.5	FM School-General Fund Enterprise Business System (GFEBs)-Cost Management		
		Principles of Cost Analysis Management	SSI FMS	Resident	4.5	FM School-Principles of Cost Analysis Management	N/A	Yes
		Army Comptroller Course	Syracuse	Resident	3	ASA (FM&C) PO - Army Comptroller Course (ACC)	Yes	Yes
		Decision Support Basics	FM Online	WBT	4	Decision Support Basics	N/A	N/A
		FM 101	Syracuse	Resident	4	ASA FM&C (PO) - Financial Management 101 (FM 101)	Yes	Yes
Fundamentals and Operations of:	6							
Accounting	6	Army Working Capital Fund Course	Calibre	Resident	3	Army Intern Working Capital Fund (WCF) Course	N/A	Yes
		GFEBs Cost Management	SSI FMS	Resident	12	FM School-General Fund Enterprise Business System (GFEBs)-Cost Management	N/A	Yes
		Principles of Cost Analysis Management	SSI FMS	Resident	12	FM School-Principles of Cost Analysis Management	N/A	Yes
		Fundamentals and Operations of Accounting	FM Online	WBT	5	Fundamentals and Operations of Accounting	N/A	N/A
		DoD Essentials of Accounting	FM Online	WBT	2	DoD Essentials of Accounting	N/A	N/A
Budget	6	Army Working Capital Fund Course	Calibre	Resident	8.5	Army Intern Working Capital Fund (WCF) Course	N/A	Yes
		GFEBs Cost Management	SSI FMS	Resident	4	FM School-General Fund Enterprise Business System (GFEBs)-Cost Management		
		Principles of Cost Analysis Management	SSI FMS	Resident	4	FM School-Principles of Cost Analysis Management	N/A	Yes
		Army Comptroller Course	Syracuse	Resident	7	ASA (FM&C) PO - Army Comptroller Course (ACC)	Yes	Yes
		FM 101	Syracuse	Resident	16	ASA FM&C (PO) - Financial Management 101 (FM 101)	Yes	Yes
		DoD Introduction to Fundamentals and Operations of Budget	FM Online	WBT	3	DoD Introduction to Fundamentals and Operations of Budget	N/A	N/A
		DoD Basic Fundamentals and Operations of Budget	FM Online	WBT	3	DoD Basic Fundamentals and Operations of Budget	N/A	N/A
Finance	6	Army Working Capital Fund Course	Calibre	Resident	3.5	Army Intern Working Capital Fund (WCF) Course	N/A	Yes
		Army Comptroller Course	Syracuse	Resident	3	ASA (FM&C) PO - Army Comptroller Course (ACC)	Yes	Yes
		FM 101	Syracuse	Resident	10	ASA FM&C (PO) - Financial Management 101 (FM 101)	Yes	Yes
		DoD Introduction to Defense Working Capital Funds	FM Online	WBT	3	DoD Introduction to Defense Working Capital Funds	N/A	N/A
		The Basics of Making Payments	FM Online	WBT	3	The Basics of Making Payments	N/A	N/A
Military and Civilian Pay	6	DoD Introduction to Fundamentals and Operations of Military Pay	FM Online	WBT	3	DoD Introduction to Fundamentals and Operations of Military Pay	N/A	N/A
		DoD Introduction to Fundamentals and Operations of Civilian Pay	FM Online	WBT	3	DoD Introduction to Fundamentals and Operations of Civilian Pay	N/A	N/A
Leadership (Lead Self)	6	CES Foundation Course	CHRTAS	WBT	34	Foundation Course (FC) - Civilian Education System (CES)	N/A	N/A
		Army Working Capital Fund Course	Calibre	Resident	2	Army Intern Working Capital Fund (WCF) Course	N/A	Yes
		Principles of Cost Analysis Management	SSI FMS	Resident	10	FM School-Principles of Cost Analysis Management	N/A	Yes
		Army Comptroller Course	Syracuse	Resident	2	ASA (FM&C) PO - Army Comptroller Course (ACC)	Yes	Yes
DoD FM 101 Courses	24							
DoD FM 101 Introduction to DoD	1	DoD FM 101 Introduction to DoD	FM Online	WBT	1	DoD FM 101 Introduction to DoD	N/A	N/A
DoD FM 101 Cost Analysis	2	DoD FM 101 Cost Analysis	FM Online	WBT	2	DoD FM 101 Cost Analysis	N/A	N/A
		FM 101	Syracuse	Resident	2	ASA FM&C (PO) - Financial Management 101 (FM 101)	Yes	Yes
DoD FM 101 PPBE	2	DoD FM 101 PPBE	FM Online	WBT	2	DoD FM 101 PPBE	N/A	N/A
		Planning, Programming, Budgeting, and Execution	SSI FMS	Resident	1	FM School-Planning, Programming, Budgeting, and Execution (PPBE)	N/A	Yes
DoD FM 101 Fiscal Law	2	DoD FM 101 Fiscal Law	FM Online	WBT	2	DoD FM 101 Fiscal Law	N/A	N/A
		Comptrollers Accreditation and Fiscal Law	JAG School	WBT	2	Comptrollers Accreditation and Fiscal Law Course - dl	N/A	N/A
		FM 101	Syracuse	Resident	2	ASA FM&C (PO) - Financial Management 101 (FM 101)	Yes	Yes
DoD FM 101 Acquisition & Contracting	2	DoD FM 101 Acquisition & Contracting	FM Online	WBT	2	DoD FM 101 Acquisition & Contracting	N/A	N/A
		FM 101	Syracuse	Resident	2	ASA FM&C (PO) - Financial Management 101 (FM 101)	Yes	Yes
DoD FM 101 Budget	3	DoD FM 101 Budget	FM Online	WBT	3	DoD FM 101 Budget	N/A	N/A
		FM 101	Syracuse	Resident	3	ASA FM&C (PO) - Financial Management 101 (FM 101)	Yes	Yes
DoD FM 101 Decision Support	2	DoD FM 101 Decision Support	FM Online	WBT	2	DoD FM 101 Decision Support	N/A	N/A
		FM 101	Syracuse	Resident	2	ASA FM&C (PO) - Financial Management 101 (FM 101)	Yes	Yes
DoD FM 101 Ethics	1	DoD FM 101 Ethics	FM Online	WBT	1	DoD FM 101 Ethics	N/A	N/A
		FM 101	Syracuse	Resident	1	ASA FM&C (PO) - Financial Management 101 (FM 101)	Yes	Yes
DoD FM 101 Finance	2	DoD FM 101 Finance	FM Online	WBT	2	DoD FM 101 Finance	N/A	N/A
		FM 101	Syracuse	Resident	2	ASA FM&C (PO) - Financial Management 101 (FM 101)	Yes	Yes
DoD FM 101 Accounting	2	DoD FM 101 Accounting	FM Online	WBT	2	DoD FM 101 Accounting	N/A	N/A
DoD FM 101 Audit Readiness (FIAR 101)	3	DoD FM 101 Audit Readiness (FIAR 101)	FM Online	WBT	3	DoD FM 101 Audit Readiness (FIAR 101)	N/A	N/A
DoD FM 101 Auditing	2	DoD FM 101 Auditing	FM Online	WBT	2	DoD FM 101 Auditing	N/A	N/A

Competency	Level 1 Hours	Course	Course Offered	Type	Prof. Level 3 Comp. Hrs.	FM Online Alignment	Tuition	TDY
Financial Management Systems	8	GFEBs Financials	SSI FMS	Resident	2	FM School-General Fund Enterprise Business System (GFEBs)-Financials	N/A	Yes
		Army Comptroller Course	Syracuse	Resident	2	ASA (FM&C) PO - Army Comptroller Course (ACC)	Yes	Yes
Decision Support	8	GFEBs Financials	SSI FMS	Resident	2	FM School-General Fund Enterprise Business System (GFEBs)-Financials	N/A	Yes
		GFEBs Cost Management	SSI FMS	Resident	2	FM School-General Fund Enterprise Business System (GFEBs)-Cost Management		
		Cost Benefit Analysis Course	DASA-CE	Resident	8	Army 4-Day Cost Benefit Analysis (CBA) Train-the-Trainer Course	N/A	Yes
		Principles of Cost Analysis Management	SSI FMS	Resident	2	FM School-Principles of Cost Analysis Management	N/A	Yes
		Army Comptroller Course	Syracuse	Resident	8	ASA (FM&C) PO - Army Comptroller Course (ACC)	Yes	Yes
		FM 101	Syracuse	Resident	4	ASA FM&C (PO) - Financial Management 101 (FM 101)	Yes	Yes
Accounting Analysis OR Financial Management Analysis	10	Cost Benefit Analysis Course	DASA-CE	Resident	1	Army 4-Day Cost Benefit Analysis (CBA) Train-the-Trainer Course	N/A	Yes
		Principles of Cost Analysis Management	SSI FMS	Resident	1	FM School-Principles of Cost Analysis Management	N/A	Yes
		Principles of Cost Analysis Management	SSI FMS	Resident	4	FM School-Principles of Cost Analysis Management	N/A	Yes
		Army Comptroller Course	Syracuse	Resident	8	ASA (FM&C) PO - Army Comptroller Course (ACC)	Yes	Yes
		Army Comptroller Course	Syracuse	Resident	10	ASA (FM&C) PO - Army Comptroller Course (ACC)	Yes	Yes
		FM 101	Syracuse	Resident	4	ASA FM&C (PO) - Financial Management 101 (FM 101)	Yes	Yes
Budget Formulation, Justification, & Presentation OR Budget Execution	10	Principles of Cost Analysis Management	SSI FMS	Resident	2	FM School-Principles of Cost Analysis Management	N/A	Yes
		Army Comptroller Course	Syracuse	Resident	8	ASA (FM&C) PO - Army Comptroller Course (ACC)	Yes	Yes
		Army Comptroller Course	Syracuse	Resident	14	ASA (FM&C) PO - Army Comptroller Course (ACC)	Yes	Yes
		Planning, Programming, Budgeting, and Execution	SSI FMS	Resident	22	FM School-Planning, Programming, Budgeting, and Execution (PPBE)	N/A	Yes
		Planning, Programming, Budgeting, and Execution	SSI FMS	Resident	16	FM School-Planning, Programming, Budgeting, and Execution (PPBE)	N/A	Yes
		Planning, Programming, Budgeting, and Execution	SSI FMS	WBT	22	FM School-Planning, Programming, Budgeting, and Execution (PPBE)	N/A	N/A
		Planning, Programming, Budgeting, and Execution	SSI FMS	WBT	16	FM School-Planning, Programming, Budgeting, and Execution (PPBE)	N/A	N/A
Concepts, Policies, and Principles of:	10							
Accounting	10	GFEBs Cost Management	SSI FMS	Resident	2	FM School-General Fund Enterprise Business System (GFEBs)-Cost Management		
		Cost Benefit Analysis Course	DASA-CE	Resident	2	Army 4-Day Cost Benefit Analysis (CBA) Train-the-Trainer Course	N/A	Yes
Audit	10	Army Comptroller Course	Syracuse	Resident	3	ASA (FM&C) PO - Army Comptroller Course (ACC)	Yes	Yes
		Planning, Programming, Budgeting, and Execution	SSI FMS	Resident	8	FM School-Planning, Programming, Budgeting, and Execution (PPBE)	N/A	Yes
		Planning, Programming, Budgeting, and Execution	SSI FMS	WBT	8	FM School-Planning, Programming, Budgeting, and Execution (PPBE)	N/A	N/A
Budget	10	GFEBs Cost Management	SSI FMS	Resident	2	FM School-General Fund Enterprise Business System (GFEBs)-Cost Management		
		Principles of Cost Analysis Management	SSI FMS	Resident	2	FM School-Principles of Cost Analysis Management	N/A	Yes
		Army Comptroller Course	Syracuse	Resident	10	ASA (FM&C) PO - Army Comptroller Course (ACC)	Yes	Yes
		FM 101	Syracuse	Resident	4	ASA FM&C (PO) - Financial Management 101 (FM 101)	Yes	Yes
		Planning, Programming, Budgeting, and Execution	SSI FMS	Resident	8	FM School-Planning, Programming, Budgeting, and Execution (PPBE)	N/A	Yes
		Planning, Programming, Budgeting, and Execution	SSI FMS	WBT	8	FM School-Planning, Programming, Budgeting, and Execution (PPBE)	N/A	N/A
Finance	10	Cost Benefit Analysis Course	DASA-CE	Resident	2	Army 4-Day Cost Benefit Analysis (CBA) Train-the-Trainer Course	N/A	Yes
		Army Comptroller Course	Syracuse	Resident	2	ASA (FM&C) PO - Army Comptroller Course (ACC)	Yes	Yes
		FM 101	Syracuse	Resident	4	ASA FM&C (PO) - Financial Management 101 (FM 101)	Yes	Yes
Commercial Pay/Payroll	10	DoD Commercial Pay Requirements	FM Online	WBT	3	DoD Commercial Pay Requirements	N/A	N/A
Leadership (Lead Teams)	10	Army Working Capital Fund Course	Calibre	Resident	2	Army Intern Working Capital Fund (WCF) Course	N/A	Yes
		Cost Benefit Analysis Course	DASA-CE	Resident	2.5	Army 4-Day Cost Benefit Analysis (CBA) Train-the-Trainer Course	N/A	Yes
		Army Comptroller Course	Syracuse	Resident	4	ASA (FM&C) PO - Army Comptroller Course (ACC)	Yes	Yes
		CES Foundation Course	CHRTAS	WBT	2	Foundation Course (FC) - Civilian Education System (CES)	N/A	N/A
		Planning, Programming, Budgeting, and Execution	SSI FMS	Resident	13	FM School-Planning, Programming, Budgeting, and Execution (PPBE)	N/A	Yes
		Planning, Programming, Budgeting, and Execution	SSI FMS	WBT	13	FM School-Planning, Programming, Budgeting, and Execution (PPBE)	N/A	N/A
Audit Readiness	3	Audit Readiness 201	FM Online	WBT	3	Audit Readiness (FIAR 201)	N/A	N/A
Fiscal Law	3	Fiscal Law 201	FM Online	WBT	3	Fiscal Law 201	N/A	N/A
		Comptrollers Accreditation and Fiscal Law	JAG School	WBT	3	Comptrollers Accreditation and Fiscal Law Course - dL	N/A	N/A
Ethics	3	Ethics 201	FM Online	WBT	3	Ethics for Supervisors (Ethics 201)	N/A	N/A