

February 24, 2016

Location of training, Documents, and Voucher Procedures

Location of training:

Website to register: Army Training and Certification Tracking System (ATCTS): <https://atc.us.army.mil>

Skillport (Army E-Learning):

<https://usarmy.skillport.com> -All required skillport training is located under Catalog >>CIO-G-6/Cybersecurity IA/IT Training.

Note: Most Computing Environment training modules are now Learning Programs - You must enroll first

FedVTE: <https://www.fedvte-fsi.gov>. Self-registration

DoD MeasureUp pretest: <http://dod.measureup.com> - First time users must register - These procedures are listed on the ATCTS website, left side of the page under Pre-Assessment Test Information

Location of documents:

Duty appointment letter and Privilege Access Agreement templates: All forms are found on the ATCTS website, left side of page under Compliance Information >> Documents >> Templates (appointment letter) / Compliance & Regulation Information Documents (PAA).

Voucher request form: ATCTS Home page >> Documents >> Voucher and Assessment Documents & Information >> Voucher Request Form.

IMPORTANT INFORMATION

This office provides a maximum of 2 vouchers to meet your certification requirement for your current position. No exceptions. **VOUCHERS WILL ONLY BE PROVIDED TO INDIVIDUALS IN VALID APPOINTED POSITIONS AND DO NOT HOLD A HIGHER CERTIFICATION THAT ALREADY MEETS THEIR APPOINTED POSITION.**

ALL VOUCHERS AND TOKENS MUST BE CLOSED IN THE INDIVIDUAL'S PROFILE BEFORE ANOTHER VOUCHER CAN BE PROVIDED.

Voucher Procedures

1. CompTIA A+: Requirements

- a. Register in the Army Training and Certification Tracking System (<https://atc.us.army.mil>).
- b. Be appointed on letter in an **IATI** IA position.
- c. Complete all modules: CompTIA A+: CIO/G6 NETCOM IA> CompTIA A+ 801; and CIO/G6 NETCOM IA> CompTIA A+ 802 in skillport. The A+ 901 and 902 skillport modules should be available in skillport by the end of FY 16 2nd Qtr.
- d. Complete the Cybersecurity fundamental course at <https://ia.signal.army.mil>.
- e. Upload duty appointment letter and privilege access agreement.
- f. Take the DOD 801 and DOD 802 measureup pre-assessment test.

- g. Fill out and obtain all signatures on the voucher request form then send to your ATCTS manager for upload.
- h. ATCTS manager uploads voucher request and completed measureup pre-assessment test into the individual's profile.

2. CompTIA Network+: requirements

- a. Register in the Army Training and Certification Tracking System (<https://atc.us.army.mil>.)
- b. Be appointed on letter in an IATI position.
- c. Complete the CompTIA Network+ 2014 (Skillport) modules.
- d. Complete the Cybersecurity fundamental course at <https://ia.signal.army.mil>.
- e. Upload duty appointment letter and Upload Privilege Access Agreement.
- f. Take the CompTIA Net+ measureup pre-assessment test (Network+ N1006).
- g. Fill out and obtain all signatures on the voucher request form then send to your ATCTS manager for upload.
- h. ATCTS manager uploads voucher request and completed measure-up pre-assessment test into the individual's profile.

3. CompTIA Security+ requirements

- a. Be appointed on letter in an IATII or IAMI IA position.
- b. Complete CIO G6/NETCOM Information Assurance Security+ SY0-401 (Skillport) modules.
- c. Complete the Cybersecurity fundamental course at <https://ia.signal.army.mil>.
- d. Upload duty appointment letter in ATCTS.
- e. Upload Privilege Access Agreement if working Technical functions.
- f. Fill out and obtain all signatures on the voucher request form.
- g. Take the CompTIA SY0-401 measureup pre-assessment test

- h. The ATCTS manager must upload voucher request and measureup Pre-assessment test results in the individual's profile.

4. CompTIA CASP requirements

- a. Must be appointed on letter in an IATIII or IAMII or IASAE I or IASAE II position.
- b. Complete the CASP-CAS 002 modules on FedVTE <https://www.fedvte-fsi.gov/> or CIO/G6 NETCOM IA CompTIA Advanced Security Practitioner (CASP)CAS 002 in skillport.
- c. Complete the Cybersecurity fundamental course at <https://ia.signal.army.mil>.
- d. Upload duty appointment letter in ATCTS.
- e. Upload Privilege Access Agreement if working Technical functions.
- f. Fill out and obtain all signatures on the voucher request form
- g. The ATCTS manager must upload voucher request in the individual's profile.

5. (ISC)² CISSP requirements

- a. Be appointed on letter in an IATIII or IAMII or IAMIII or CND-SP Manager or IASAE IA position.
- b. Complete the CIO/G6 NETCOM IA CISSP 2015 skillport modules.
- c. Complete the Cybersecurity fundamental course at <https://ia.signal.army.mil>.
- d. Fill out and obtain all signatures on the voucher request form then send to your ATCTS manager for upload.

6. (ISC)² CAP requirements

- a. Be appointed on letter in an IAMI or IAMII position.
- b. Complete the Cybersecurity Fundamental course at <https://ia.signal.army.mil>.
- c. Complete the (ISC)2 (TM) CAP Certification Prep Self Study 2014 - 11 Hours in FedVTE.
- d. Fill out and obtain all signatures on voucher request form then send to your ATCTS manager for upload in individual's profile.

7. ISACA CISM requirements

- a. Be appointed in an IAMII or IAMIII or CND-SP Manager position.
- b. Complete the Cybersecurity fundamental course at <https://ia.signal.army.mil>.
- c. Complete the CIO/G-6 NETCOM IA-Certified Information Security Manager (CISM) 2013 modules in skillport at <https://usarmy.skillport.com>.
- d. Fill out voucher request form, obtain all signatures and send to your ATCTS manager.
- e. The ATCTS manager must upload voucher request in the individual's **Profile**.
- f. Once voucher is receive from Army CIO/G6 fill out the registration form located on the ISACA website and schedule exam for the next ISACA testing cycle. Exams are conducted during June, September and December each year.

8. ISACA CISA requirements

- a. Be appointed on letter in an IATIII or CND-Auditor position.
- b. Complete the Cybersecurity Fundamental course at <https://ia.signal.army.mil>.
- c. Complete the CIO/G-6 NETCOM IA Certified Information Systems Auditor (CISA) modules in skillport.
- d. Fill out the voucher request form and obtain all signatures.
- e. The ATCTS manager must upload voucher request in the individual's Profile.
- f. Once voucher is receive from Army CIO/G6 fill out the registration form located on the ISACA website and schedule exam for the next ISACA testing cycle. Exams are conducted during June, September and December each year.

9. EC-Council CEH requirements

- a. Be appointed on letter in a Computer Network Defense Service Provider position as listed in DOD 8570.01-M.
- b. Personnel in CND-SP Manager are not authorized CEH vouchers.
- c. Complete the CIO/G-6 NETCOM IA Certified Ethical Hacker (CEH) v8 Modules in Skillport. Complete CEH v9 when available.

- d. Complete the Cybersecurity fundamental course at <https://ia.signal.army.mil>.
- e. Fill out a voucher request, obtain all signatures and send to your ATCTS manager for upload in profile.

10. Microsoft Windows 7 (70-680) MCTS: Windows 7 Configuring requirements

- a. Individuals must be appointed on letter in an IA Technical position and hold a baseline certification or in the process of obtaining one.
- b. Complete the Cybersecurity fundamental course at <https://ia.signal.army.mil>.
- c. Complete the CIO/G6 NETCOM IA>7-680 MCTS, Windows 7 Configuration Modules in skillport
- d. Fill out a voucher request form, obtain all signatures and send completed form to the ATCTS manager for upload in individual's profile.

11. Cisco ICNDI (CCENT) and ICNDII (CCNA) requirements

- a. Individuals must be appointed on letter in an IA Technical position and hold a baseline certification or in the process of obtaining one.
- b. Complete the Cybersecurity fundamental course at <https://ia.signal.army.mil>.
- c. Complete the Skillport CIO/G-6 NETCOM IA-2013 - 100-101 - Interconnecting Cisco Networking Devices Part 1 (CCENT - ICNDI) or CIO/G-6 NETCOM IA Cisco Certified Entry Networking Technician (CCENT) - 2014
- d. Complete the skillport CIO/G-6 NETCOM IA - 200-101 - Interconnecting Cisco Networking Devices Part 2 (ICNDII).
- e. Fill out a voucher request form, obtain all signatures then send to the ATCTS manager to upload in your ATCTS profile.

12. CISCO CCNA requirements

- a. Individuals must be appointed on letter in an IA Technical position and hold a baseline certification or in the process of obtaining one.
- b. Complete the Skillport CIO/G-6 NETCOM IA CCNA Routing and Switching (v2) - 200-120 modules.

- c. Complete the Cybersecurity fundamental course at <https://ia.signal.army.mil>.
- d. Fill out a voucher request form, obtain all signatures then send to the ATCTS manager to upload in your ATCTS profile.

13. Cisco CCNA Security (210-260) requirements

- a. Individuals must be appointed on letter in an IA Technical I or II Position.
- b. Individuals must already have a CCENT (ICNDI) or CCNA Routing and Switching or CCIE certification.
- c. Complete the skillport CIO/G-6 NETCOM IA 650-554 CCNA Security IINS 2.0
- d. Complete the Cybersecurity fundamental course at <https://ia.signal.army.mil>.
- e. Fill out a voucher request form, obtain all signatures then send to the ATCTS manager to upload in profile.

14. RMF training: People who are working or worked the Risk Management Framework process for their organization

- a. Must be registered in the Army Training and Certification Tracking System (<https://atc.us.army.mil>).
- b. Complete the Cyber Risk Management for Technicians-11 hours or Cyber Risk Management for Managers-6 hours training located on Fedvte.
- c. Complete the Cybersecurity fundamental course at <https://ia.signal.army.mil>.
- d. Provide completion certificate to the local ATCTS manager to upload under the area name: voucher request/pretest results in the individual's profile.

15. Windows Server 2012 training requirements

- a. Must be registered in the Army Training and Certification Tracking System (<https://atc.us.army.mil>)
- b. Individuals must be appointed on letter in an IA Technical position and hold a baseline certification or in the process of obtaining one.

- c. Complete the CIO/G6 NETCOM IA-70-411 Administering Windows Server 2012 or Installing and Configuring Windows Server 2012 modules in skillport.
- d. Complete the Cybersecurity fundamental course at <https://ia.signal.army.mil>.
- e. Provide completion certificate to the local ATCTS manager to upload under the area name: voucher request/pretest results in the individual's profile.