

DAWIA Certification Update Checklist for **Employees**

Name: _____



Review DAWIA Certification Changes



Familiarize yourself with updates to the DAWIA certification requirements, including the shift from career fields to functional areas, extended grace periods, level-to-tier changes, and streamlined certification training.



Speak with your Supervisor



Discuss whether the FY22 and FY23 DAWIA certification changes will affect you.



Retain Records



Download and continue to retain records for any previously earned certifications.



Explore Credentials



Familiarize yourself with the Defense Acquisition Credential Program. DAU will offer the opportunity to earn job-specific and cross-functional credentials.



Update your Individual Development Plan (IDP)



As needed, plan completion of required certification training. Plan other elective job-specific training and credentials. Plan other training and development opportunities to advance your near and long-term professional development.

Online Resources



[Updated DAWIA Certification Webpages](#)

Service/Component Resources

[Air Force](#) | [Army](#) | [Navy](#) | [4th Estate](#)

[Certification Eligibility Tool](#)

[Functional Area Gateways](#)

[Equivalency process](#)

[Fulfillment process](#)

[Back-to-Basics FAQs](#)



[Defense Acquisition Credential Program](#)



[iCatalog](#)

[Online Event Information](#)