HOW TO APPLY FOR CES COURSES

Go to https://www.atrrs.army.mil/chrtas



Click on 'Apply for Training' in the menu on the left-hand side of the screen. If this is your first time in CHRTAS or your information has changed, be sure to update your profile.

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	Welcome I Posted on: March 11, 2021 Welcome to CHRTAS 3.0. In an attempt to improve your experience we simplified things. We added a more straight forward user experience as well as provided more information at your finger tips in regards to your training needs. CHRTAS is an automated management system that allows you to develop and record your completed training, apply for Civilian Human Resource, Civilian Education (CES) and Defense Neeth Magnot (DHA) courses.									
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The Training Screen offers lots of great courses! For CES courses, scroll down to see all of them. When you're ready to select a training, click on the 'Apply for Training'

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The pop-up window will offer you courses that you are eligible to take



Once you've selected the course you want to take, walk through the screens and then select 'Apply for Course'.

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Once you've completed your application, your supervisor will be asked to concur with the application. After that, you will receive an email with further instructions.