

## System Features

- Employees can request Continuous Learning Points for any event
- Employees are automatically awarded CL points for completion of DAU Certification courses
- Employees are sent email reminders if they are not “on pace” to meet their 80 point CL requirement
- Employees meeting their 80 point requirement are able to print certificates of achievement



## Participating Components

Office of the Secretary of Defense  
The Chairman of the Joint Chiefs of Staff  
and the Joint Staff  
U.S. Special Operations Command  
The DoD Inspector General  
Defense Advanced Research Project Agency  
Missile Defense Agency  
Defense Commissary Agency  
Defense Contract Audit Agency  
Defense Finance and Accounting Service  
Defense Information Systems Agency  
Defense Intelligence Agency  
Defense Logistics Agency  
Defense Contract Management Agency  
National Geospatial-Intelligence Agency  
Defense Security Service  
Defense Threat Reduction Agency  
National Security Agency  
American Forces Information Service  
Tricare Management Activity  
Department of Defense Education Activity  
Washington Headquarters Services  
National Defense University  
Defense Acquisition University  
Defense Systems Management College  
Joint Simulation System Joint Program Office

## ACQTAS for Continuous Learning Tracking System



Promoting Lifelong  
Learning in the  
AT&L Workforce

## What is Continuous Learning (CL)?

In 2002, the Under Secretary of Defense for Acquisition and Technology established new requirements for acquisition workforce members to participate in “Continuous Learning” events. **Every acquisition workforce member has a goal to earn 40 Continuous Learning (CL) points each year and is required to earn 80 CL points** every two years through a variety of Events including DAU training opportunities, local training events, conferences, rotational assignments and other professional events. To find out more about CL please visit the website:

<https://www.atrrs.army.mil/channels/acqtascl>

## The 4th Estate is Committed to Continuous Learning

The 4<sup>th</sup> Estate is committed to helping all acquisition workforce members stay up-to-date in both their technical discipline and their acquisition professional development. To assist in that endeavor, the Director, Acquisition Career Management (under the 4th Estate for Acquisition) has developed a new system to allow for on-line request and tracking of Continuous Learning credits for all members of the Acquisition Workforce.

## What is ACQTAS Continuous Learning?

**ACQTAS for Continuous Learning** is the 4<sup>th</sup> Estate’s web-based system for requesting credit for a wide variety of CL events you have already attended. By using the ACQTAS-CL system, you can submit credit requests for Continuous Learning events as well as keep track of the Continuous Learning points you may have already earned.

## How do I meet the CL Goal?

Workforce members who are working on certification requirements by taking DAU classes will automatically be credited with CL points for those events upon completion. When your request for a Continuous Learning activity is approved, ACQTAS-CL will automatically update your CL point total and notify you and your supervisor of your progress. After you have earned at least 80 points within two years, ACQTAS-CL will again notify your supervisor and you of your success. You’ll also receive a 4th Estate Continuous Learning Certificate of Achievement. Everyone must “renew” their CL certificate every two years by earning 80 more points to meet the goal.

## How Do I Request Approval for Continuous Learning Events?

ACQTAS-CL will help you request approval from your supervisor. If you have completed a CL event during your 2 year cycle, just type that event into the ACQTAS-CL log, and request your supervisor’s approval of those points. When the CL points are approved, you are retroactively granted credit towards the 80 point goal. Additionally, if you have completed a DAU course for certification within your two year cycle, the courses will automatically be entered into your CL record. For more information on how to use the system please visit the website below and click on ACQTAS CL Tutorials under the Help section:

<https://www.atrrs.army.mil/channels/acqtascl>

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