

# Certified Running Technique Specialist (Pose Method)

As found in Chapter 7 "Running Skill" section of FM 7-22 (Oct 2020) & Master Fitness Trainer course

## Purpose

This guide will take you step by step through the updated **ArmyIgnitED** system to request credentialing assistance.

## Subject

**Pose Method Running Skill**  
(Ch.7 Running Skill, US Army Field Manual and Master Fitness Trainer course)

## Resource

**Training** - Pose Method of Running Training Course online  
**Certification Exam** - Certified Running Technique Specialist (Pose Method)

## How to take the CRTS (Pose Method) Course and/or Exam

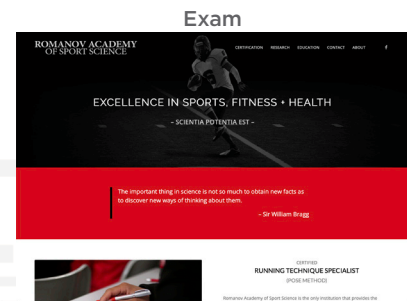
### Step 1 | Request a Quote from the Vendor



posetech.com



militaryrunning.com



romanovacadeyofsportscience.com

In order to receive credentialing assistance, you must first **request a quote** from the vendor. You can obtain a quote for **the training course & the certification exam at militaryrunning.com**. Or you can submit individual requests for the **training course at posetech.com** or the **certification exam at romanovacadeyofsportscience.com**. Once you receive the quote for your training course and/or exam, proceed to creating a credential path via <https://www.armyignited.army.mil>.

### Step 2 | Submit Credentialing Assistance Request



Once you have your quote, you will then go to **<https://www.armyignited.army.mil/>** to submit a credentialing assistance request. The following pages of this document will guide you through the **step-by-step process** of completing this request.

- Logging into ArmyIgnitED
- Creating a Goal
- Requesting Credentialing Assistance
  - For both the Training and the Exam

### Step 3 | Request Approved, Take the Course/Exam

After submitting your request, you will soon hear back with your **approval to begin taking the course and/or exam**.





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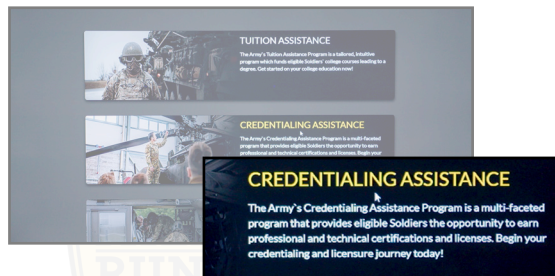
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Register for the **Pose Method of Running** training course online and/or **Certified Running Technique Specialist** exam once you receive a quote for ArmyIgnitedED.

## Creating a Goal on ArmyIgnitedED



1. Go to <https://www.armyignited.army.mil/>
2. Click **Get Started**

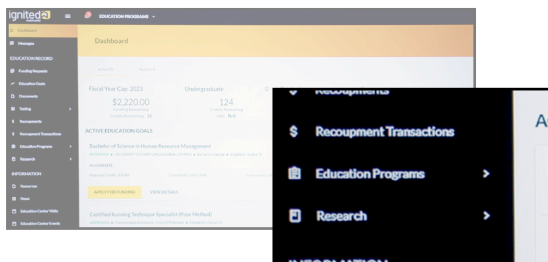


3. Click **Credentialing Assistance**

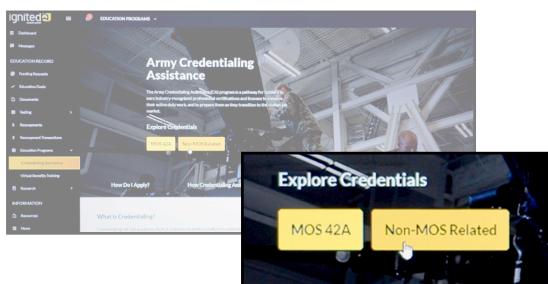


4. Read the Notice & Consent Statement and click **OK**
5. Click **Login**

**Make sure your government ID is plugged into the Computer**



6. From the Home Page click the **Education Programs** tab on the left column and then click **Credentialing Assistance**.

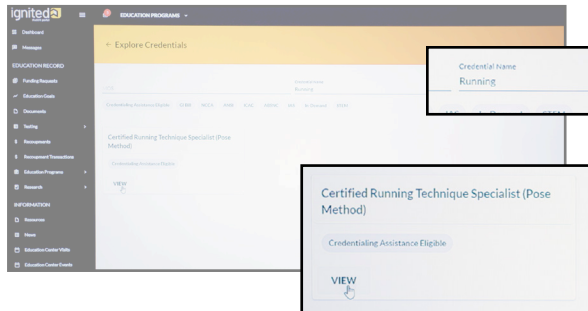


7. Click **Non-MOS Related**

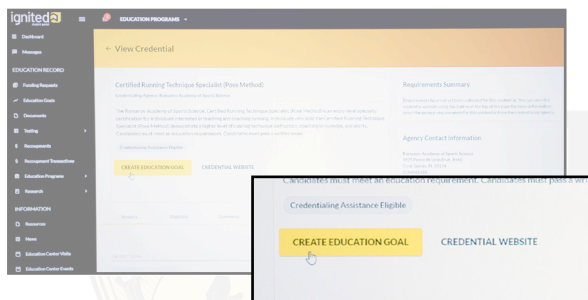
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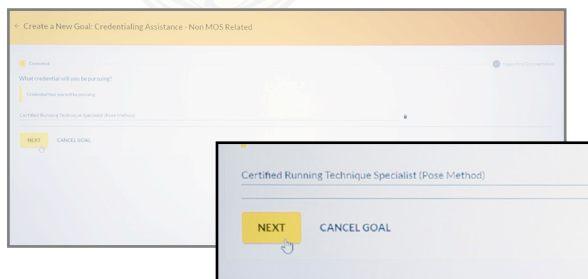
## Creating a Goal on ArmyIgnitED cont.



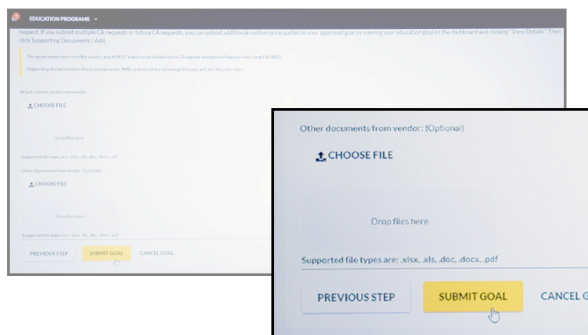
8. At the top, type in **RUNNING** under the credential name prompt
9. Find the credential titled **Certified Running Technique Specialist (Pose Method)** and click **View**



10. Click **Create Education Goal**



11. Click **Next**



12. On this page, you will upload your Training and/or Exam quotes by clicking each **Choose File** button
13. Click **Submit Goal** and then click **Yes**

**Allow 24 to 48 hours for the goal to be approved**

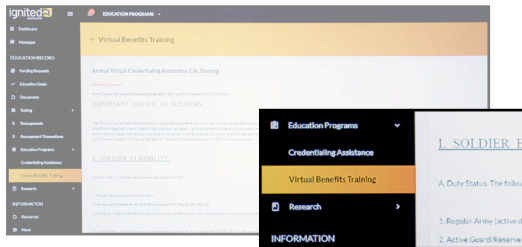




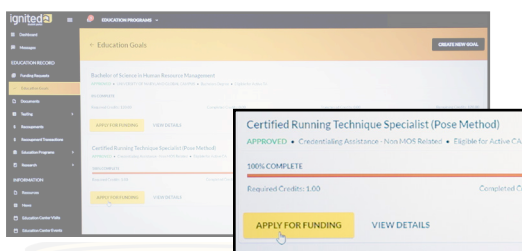
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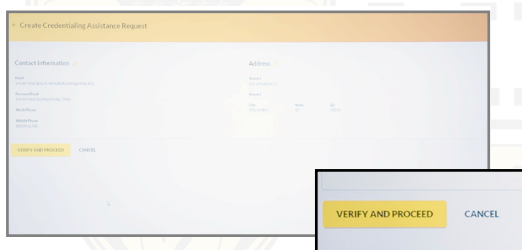
## Requesting Credentialing Assistance for the Training



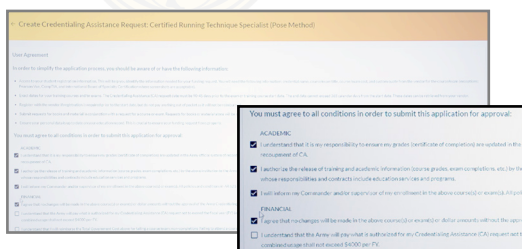
1. Go to <https://www.armyignited.army.mil/> and **login**
2. Click **Education Programs** on the left column then click **Virtual Benefits Training**
3. Read through this page, then at the bottom, click **Sign and Complete Training**



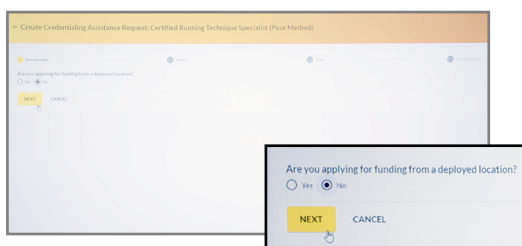
4. Along the left column, click **Education Goals**
5. Find the approved goal and click **Apply for Funding**



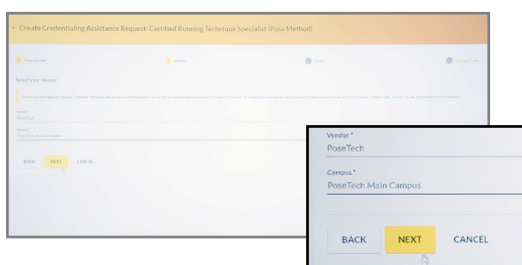
6. Review your contact information and click **Verify and Proceed**



7. Read through the User Agreement, **check all of the boxes**, and at the bottom click **I Agree, Continue**



8. Answer whether you are requesting funding from a deployed location can click **Next**



9. On this page you will select the vendor. Type in **PoseTech** and **select it**
10. Under campus select **PoseTech Main Campus**
11. Click **Next**

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## Requesting Credentialing Assistance for the Training cont.

12. Now you will select your **training date**.

13. Select a **Start Date** at least **45 days** from the current date

14. Select an **End Date**, **7 to 30 days** after the Start Date

15. Click **Next**

16. Click **Add Training**

17. Read the Prompt then click **Proceed with Credentialing Assistance Request**

18. Click **Select**

19. Click **Add Training**

20. **Review** the details of this credentialing assistance request and click **Submit**

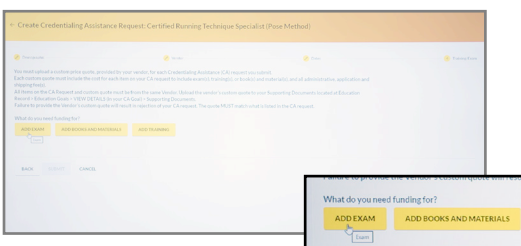
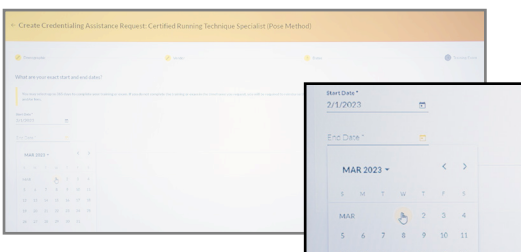
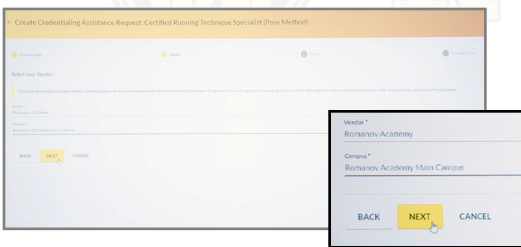
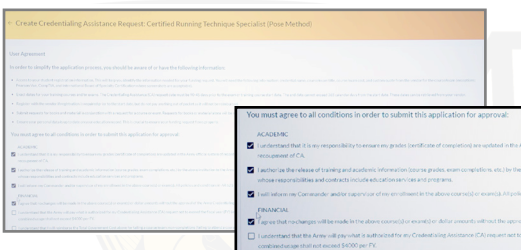
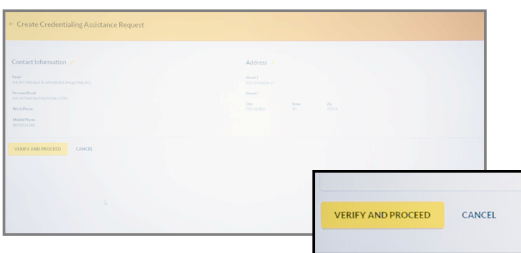
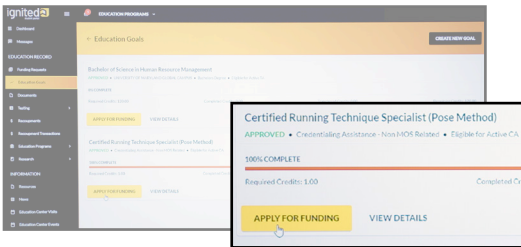
21. **Complete** the Submission by clicking **Finished**



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## Requesting Credentialing Assistance for the Exam



1. Go to <https://www.armyignited.army.mil/> and **login**
2. Along the left column, click **Education Goals**
3. Find the approved goal and click **Apply for Funding**
4. Review your contact information and click **Verify and Proceed**
5. Read through the User Agreement, **check all of the boxes**, and at the bottom click **I Agree, Continue**
6. Answer whether you are requesting funding from a deployed location and click **Next**
7. On this page you will select the vendor. Type in **Romanov Academy** and **select it**
8. Under campus select **Romanov Academy Main Campus**
9. Click **Next**
10. Now you will select your **exam date**.
11. Select a **Start Date** at least **45 days** from the current date
12. Select an **End Date**, **7 to 30** days after the Start Date
13. Click **Next**
14. Click **Add Exam**

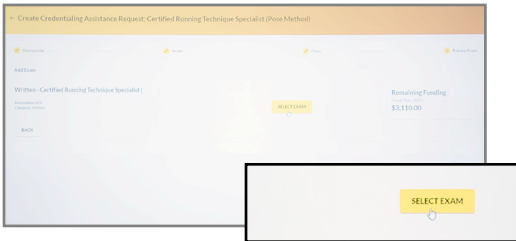




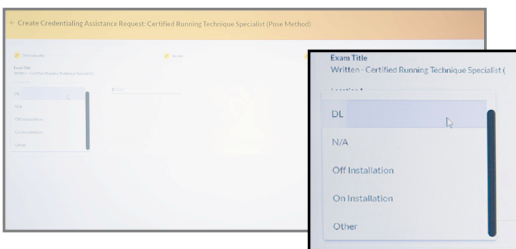
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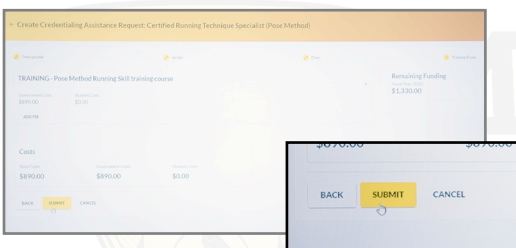


15. Click **Select Exam**

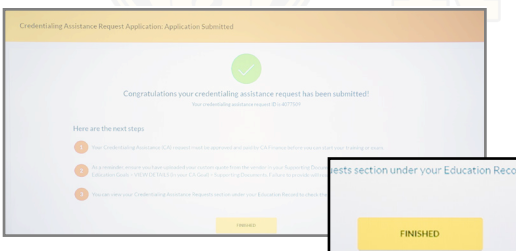


16. In the Drop Down Menu, click **DL** (distance learning)

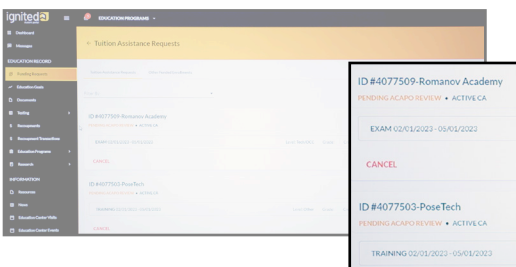
17. Click **Add Exam**



18. Review the details of this credentialing assistance request and click **Submit**



19. Complete the Submission by clicking **Finished**



20. You can see your CA Requests **Pending Approval** under the **Funding Requests** Tab on the left column

**Once approved, you will receive a notification from ArmyIgniteD and login information from the vendor**