U.S. Department of Homeland Security
United States Coast Guard

Commander
United States Coast Guard
Personnel Service Center

Mail Stop 7200
4200 Wilson Boulevard, Suite 900
Arlington, VA 20598-7200
Staff Symbol: PSC-epm
Phone: (703) 872-6552
Fax: (703) 872-6549

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OCT - 6 2014

MEMORANDUM

P.A. Flynn

From: P. A. Flynn, CAPT
CG PSC-epm

To: G. T. Royes, HSCM
DCMS-81

Subj: PRECEPT FOR ASSIGNMENT YEAR 2015 SELECTION TO COAST GUARD POSTGRADUATE AND ADVANCED EDUCATION PROGRAMS (HEALTHCARE ADMINISTRATION)

Ref: (a) Performance, Training and Education Manual, COMDTINST M1500.10 (series)
(b) COMCOGARD FORCECOM Norfolk VA 122346Z May 14/ALCOAST 207/14
(c) COMDT COGARD Washington DC 041448Z Jun 14/ALCOAST 250/14
(d) Active Duty Enlisted Post Graduate and Advanced Education Application Process Guide for Assignment Year 2015

1. Per reference (a), a screening panel is hereby appointed consisting of yourself as President and the following members:

CWO4 Michael L. Ford
CWO4 Martin Antuna
HSCS Jay A. Wood

Non-voting Recorder
LT Michael A. Wurster
Ms. Ada M. Harris
YNC Sabrina D. Isaac

2. You are hereby appointed as a member of a panel convened to select eligible active duty personnel for postgraduate and advanced education opportunities. The panel is governed by the selection criteria listed in reference (a) through (d). Your tasking is to select those personnel who, in your opinion, are best-qualified to complete the designated course of instruction and to successfully compete for advancement.

3. Postgraduate and advanced training programs provide personnel with the knowledge and skills necessary to fill billets requiring a high-level of expertise. Although the immediate goal of these programs is to develop those skills necessary for performance in specific billets, the long-term goal is to establish a high-level of technical and managerial competencies among enlisted members. Consequently, to ensure proper stewardship of government resources, only those applicants who display the potential for maintaining a high level of productive service and are capable of filling positions of increasing responsibility should be selected. If you question a member's suitability for increased responsibility, that member should not be selected.

4. All personnel who apply by the published deadline and meet the eligibility requirements for postgraduate and advanced education opportunities specified in reference (a) and amplified by references (b) through (d) shall be considered by the panel. All waivers will be considered and approved prior to the panel convening; therefore, all candidates appearing before the panel are equally eligible for selection.

5. Enlisted members who previously attended a full-time Coast Guard sponsored advanced education program should not be considered.

6. In addition to the eligibility requirements, the candidates' records of service must demonstrate an adherence to the Coast Guard's core values of Honor, Respect, and Devotion to Duty. Failure to conform to these core values will disqualify a member from further consideration.

7. The panel may only use the candidates record of service provided during the panel, and may not use outside knowledge to influence the panel's decision.

8. The selection criteria listed in references (a) is further defined as follows:

a. Performance of duty. Past performance shall be the primary factor in the selection process.

b. Academic achievement. A member's past academic performance may be considered a predictor of future academic success. Members with less than a minimum 2.5 undergraduate academic average on a 4.0 scale should demonstrate a more recent improved academic performance in order to be considered for selection. Members with strong professional performance coupled with recent academic success may be considered even though they have a lower undergraduate academic average. Outstanding academic achievement that is not coupled with a strong record of performance is not sufficient for selection. The panel must, however, be careful not to penalize members who, because of the nature of their assignments, have not had a reasonable opportunity to pursue an off-duty educational program.

c. Standardized Test Scores. Standardized test scores also provide a method of comparing applicant's achievement with backgrounds in different curricula at different schools and may factor in an applicant's ability to be competitive for a graduate or advanced education program. Standardized test scores, are required for admission to specific program, and must be submitted as part of the application package unless otherwise specified by the program.

9. The panel will be provided with the necessary records and clerical assistance by the PSC-epm-1 panel staff. Upon completion of your deliberations, deliver your report to me.

10. The panel shall be sworn. The recommendations of the panel require a majority of the voting members and its results shall be kept confidential until its report is approved. You shall direct panel members not to divulge any information related to the proceedings and deliberations of this panel.

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