

ACTIVE DUTY ENLISTED POSTGRADUATE, ADVANCED EDUCATION AND SPECIAL ASSIGNMENTS APPLICATION PROCESS GUIDE FOR ASSIGNMENT YEAR 2013



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REFERENCES

- (a) Coast Guard Performance, Training, and Education Manual, COMDTINST M1500.10 (series)
- (b) Enlisted Accessions, Evaluations and Advancements, COMDTINST M1000.2 (series)
- (c) EPM Panel Instruction PSCINST M1500.2
- (d) COMCOGARD PSC ARLINGTON VA 222149 FEB 11/ALCGENL 027/11
- (e) COMDT COGARD WASHINGTON DC 182020 MAR 09/ALCOAST 154/09

POINTS OF CONTACT

- a. Enlisted Panels Coordinator: CWO Jeneen Satterfield, (202) 493-1724
- b. Enlisted Panels Manager: Ms. Ada Harris, (202) 493-1238
- c. CG PSC (psd-mr) EI-PDR Entries: Mr. Harrison Morten, (202) 493-1670
- d. Panel applications and questions: Email EPM-1 at ARL-PF-CGPSC-EPM-1-PANELS@USCG.MIL

WEB SITES

- a. CG PSC (EPM-1) Customer Guide:
[HTTP://WWW.USCG.MIL/PSC/EPM/EPM1DEFAULT.ASP](http://www.uscg.mil/psc/epm/epm1default.asp)
- b. CG PSC (EPM-2) Special Assignment Information:
[HTTP://WWW.USCG.MIL/PSC/EPM/AO/SPECIALASSIGNMENTS.ASP](http://www.uscg.mil/psc/epm/ao/specialassignments.asp)
- c. CG PSC (psd-mr) EI-PDR Information (formerly adm-3, Records Branch):[WWW.USCG.MIL/PSD/MR](http://www.uscg.mil/psd/mr)
- d. CG PPC Guide to Direct Access: [HTTP://WWW.USCG.MIL/PPC/PS/](http://www.uscg.mil/ppc/ps/)

PURPOSE

The purpose of this PG/Adv ed and special assignment process guide is to provide procedures and instructions to applicants, units, and Servicing Personnel Offices (SPO) for the PG/Adv ed and special assignment application process.

DEADLINE

The AY13 PG/Adv ed and special assignment application deadlines for all programs are **listed in the yearly ALCGENL message, Enlisted Advanced Education and Training Programs (AET)**. The following must be delivered by the published date:

1. Cover memo to EPM-1 via their command (1 page, stating why applicants are interested in the program)
2. Commanding Officers Endorsement
3. Resume: Including current unit, rotation date, and assignment history with assigned duties, education, training, and personal awards.
4. Latest SAT or ACT scores, must be less than 5 years old (if required)
5. College transcripts (if required)
6. Color photos in Tropical Blue uniform (background should be neutral color and professional (make a requirement for all, it will help with the weight debate)
7. [Official standardized test scores correctly entered in Direct Access](#)
8. [Official standardized test scores scanned into your CG PSC \(psd-mr\) EI-PDR](#)
9. [Official \(i.e., conferred degree\) transcripts correctly entered in Direct Access](#)
10. [Official \(i.e., conferred degree\) transcripts scanned into your CG PSC \(psd-mr\) EI-PDR](#)
11. Waiver submission (If applicable. See [waiver request guidance](#) section for details and instructions.)

GENERAL GUIDANCE FOR ALL APPLICANTS

The PG/Adv ed and special assignment application process is governed by regulation and policy. This guide is used in conjunction with the policies found in [references \(a\) through \(d\)](#), which outline the methods used to select qualified Coast Guard enlisted members for assignment to PG/Adv ed and special assignment opportunities. Applicants should read this process guidance thoroughly before contacting Points of Contact (POCs) for further information as most questions are answered in this guide.

POSTGRADUATE/ADVANCED EDUCATION AND SPECIAL ASSIGNMENT GENERAL INFORMATION

The PG/Adv ed and special assignment application process has changed considerably over the years and will continue to adjust to meet the needs of the Service. Please read this guide in its entirety to ensure compliance with current policy and procedures.

Each year, the Coast Guard invests in the future of its enlisted members through numerous PG/Adv ed and special assignment opportunities. Although the immediate program goal is to affirm enlisted members performance and suitability for advanced education, the long-term objective is to build a high level of both technical and managerial competencies among senior Coast Guard personnel.

Enlisted members considering opportunities should also examine career paths and future assignment possibilities.

Each PG/Adv ed and special assignment program releases a solicitation message advertising selected opportunities. Please review these messages when considering various programs. In some cases, specific instruction, above and beyond what may be found in this guide may appear in solicitation messages. The Headquarters program managers can assist with specific questions regarding academic programs and curricula. Each program manager (PM) will be listed on that program's solicitation message.

POSTGRADUATE/ADVANCED EDUCATION SELECTION PANELS

The PG/Adv ed panel schedule is available reference (c). Each panel will meet the established date convening date. The panel's results message normally takes approximately two weeks for approval and subsequently released via message. PG/Adv ed and special assignment selection panels are guided by the panel precept and base their decisions on official matters of record and applications. Panel members have access to the following for each applicant:

- a. [CG PSC EI-PDR](#);
- b. [Applicant's Application Package](#);
- c. [Official education](#) and [standardized test](#) data from Direct Access;
- d. [Employee Summary Sheet \(ESS\)](#) from CGBI;
- e. Tour completion date and assignment history data from Direct Access;
- f. Employee Review Summary data from Direct Access;
- g. Physical characteristics from Direct Access.

ELIGIBILITY REQUIREMENTS

In order for an application to be considered complete, members must meet the following qualifications by the application deadline, unless otherwise specified. Additional qualifications may be set forth in program specific solicitations.

- a. Enlisted members due to transfer in AY13 should apply.

- b. Enlisted members should meet the minimum requirements of Coast Guard service at the time of enrollment in the AY13 academic program. Applicants to these programs should consult the respective program solicitation message for specific academic requirements.
- c. Those members who have attended full-time Coast Guard funded PG/Adv ed programs will not normally be selected for additional programs.
- d. Enlisted members applying to PG/Adv ed leading to an advanced degree must have a conferred baccalaureate degree at the time of submission. The only exceptions to this requirement are those members applying to programs that do not require an associate degree. Applicants to these programs should consult the respective program solicitation message for specific academic requirements.
- e. Enlisted members who submit retirement requests will be withdrawn from further consideration and removed from any PG/Adv ed and special assignment programs.
- f. Enlisted members recalled from retirement are not eligible to apply for PG/Adv ed and special assignment opportunities.
- g. Enlisted members recalled to active duty under Title 10, ADOS, or drilling reservists are not eligible to apply.
- h. Targeted pay grade ranges for specific PG/Adv ed and special assignment programs may be identified in respective program solicitation messages.

WAIVER REQUEST GUIDANCE

ELIGIBILITY REQUIREMENTS:

Applicants who do not meet all of the eligibility requirements listed above must submit a waiver request in the form of a Coast Guard Memorandum through their Commanding Officer to the respective PG/Adv ed and special assignment PM through CG PSC (EPM-1). The waiver request must address the following points:

1. Program applied for;
2. Waiver justification; and
3. Acknowledgement of applicant responsibilities subsequent to waiver submission.

OFFICIAL STANDARDIZED TEST SCORE REPORTS:

Applicants who will not have their official standardized test score report entered into their CG PSC EI-PDR and Direct Access by the AY13 application deadline must submit a waiver request in the form of a Coast Guard Memorandum to the respective PG/Adv ed and special assignment PM through CG PSC (EPM-1). The waiver request must address the following points:

1. Program applied for;
2. Waiver justification (attach documentation of demonstrated strong academic aptitude – e.g., transcripts, acceptance letters, etc.); and

3. Acknowledgement of applicant responsibilities subsequent to waiver submission.

Note 1: Official standardized test score waiver request must include a copy of the receipt confirming the test date before the [AY13 PG/Adv Ed and Special Assignment application deadline](#).

Note 2: The request must be addressed to the cognizant PG/Adv ed and special assignment PM via CG PSC (EPM-1). PMs are identified in each program's solicitation message.

CG PSC (EPM-1) must receive all waiver requests no later than the [AY13 PG/Adv ed and special assignment application deadline](#). The preferred method of delivery is a signed, endorsed, and scanned PDF copy sent via email to ARL-PF-CGPSC-EPM-1-PANELS@USCG.MIL.

Do not send the original memo via U.S. mail if you have already scanned and e-mailed it to EPM-1. EPM will review all AY13 PG/Adv ed and special assignment waiver requests collectively after the [AY13 PG/Adv ed and special assignment application deadline](#).

RESPONSIBILITIES

The PG/Adv ed and special assignment application process is a multi-level procedure requiring all responsible parties to do their part to ensure success. Failure by a supervisor or supporting command to fulfill their responsibilities is not justification for a waiver and may result in the applicant not being eligible to compete. In order to maintain fairness to all applicants in this highly competitive process, the published [application deadline](#), [eligibility requirements](#), and [application policy and procedures](#) will be rigorously upheld.

The applicant bears the responsibility for ensuring his or her application is timely, complete, and in compliance with applicable requirements and instructions. Applicants must work closely with their [command](#), [servicing SPO](#), and [CG PSC \(psd-mr\)](#) to correct any errors or omissions. In past years some applicants failed to meet the established requirements, resulting in a loss of eligibility for consideration and/or not competing well. Members must follow the guidance provided to maximize this unique and rewarding opportunity for the Coast Guard to fund their continued education.

The [following chart summarizes the responsibility requirements](#) at each level. Special attention must be given to the [application deadline](#) provided in the guide and the AY13 Enlisted Advanced Education Training Program message.

Responsible Party	Responsibility
Applicant	<ul style="list-style-type: none"> ▪ Become familiar with the AY13 PG/Adv ed and special assignment application process. ▪ Meet the requirements set forth in this process guide, the Coast Guard Performance, Training, and Education Manual, and any applicable AY13 PG/Adv ed and special assignment message traffic. ▪ Apply for the AY13 PG/Adv ed and special assignment program(s) desired by submitting the application to Command. ▪ Verify CG PSC EI-PDR. ▪ Verify (training and education information) in Direct Access.
Unit/ Commanding Officer ENLISTED	<ul style="list-style-type: none"> ▪ Become familiar with the AY13 PG/Adv ed and special assignment application process and be able to assist applicant(s) with questions. ▪ Verify applicant(s) meets all eligibility requirements set forth in this process guide, the Coast Guard Performance, Training, and Education Manual, and applicable AY13 PG/Adv ed and special assignment message traffic. ▪ Provide administrative assistance to applicant(s) in correcting errors in Direct Access prior to the application deadline. ▪ Notify CG PSC (EPM-1) of eligibility changes or corrections as soon as possible.
SPO	<ul style="list-style-type: none"> ▪ Assist units as needed in correcting Direct Access data entry.
CG PSC (EPM-1)	<ul style="list-style-type: none"> ▪ Primary point of contact for PG/Adv ed and special assignment application process questions. ▪ Draft, route, approve, and release the AY13 Enlisted Advanced Education Training Program message outlining application deadline, eligibility requirements, and application policy and procedures. ▪ Draft, route, approve, and release the promulgation of enlisted panel schedule outlining AY13 PG/Adv ed and special assignment panel convening dates. ▪ Draft, route, approve, and release the precept to convene AY13 PG/Adv ed and special assignment selection panels. ▪ Verify eligibility of all applicants. ▪ Process managers for PG/Adv ed and special assignment selection panels.

COMMANDING OFFICER'S ROLE

Commanding Officer's (CO) have an important responsibility to identify and encourage qualified enlisted members who demonstrate character and leadership potential to pursue advanced leadership positions through continued education. However, each candidate is ultimately responsible for initiating and completing all eligibility requirements prior to the established deadline; which includes obtaining a positive CO's endorsement. Only those individuals who have clearly demonstrated sustained superior performance, outstanding leadership abilities, and the potential to continue to serve successfully should be recommended for PG/Advanced and special assignment opportunities. If a CO feels an individual is not qualified for PG/Advanced or special assignment opportunities, that applicant should not be recommended and should be counseled on what is required to receive a positive endorsement.

(Note: Applications garnering a negative command endorsement should still be forwarded to PSC EPM-1.)

REVIEW OF CG PSC EI-PDR

All candidates should review their official record maintained by the [Coast Guard Personnel Service Center, Personnel Service Division, Military Records, CG PSC \(psd-mr\)](#) and provide copies of any missing authorized documents. This can be done by:

- a. Requesting a copy of your official record by submitting a signed Coast Guard Memorandum. The primary and preferred method of delivery is a PDF document sent via e-mail to Mr. Harrison Morten, Harrison.J.Morten@uscg.mil. You may also mail or fax your request to CG PSC (psd-mr). Send faxes to (202) 493-1675 or (202) 493-1676.

(Note: Include your EMPLID in the memo.)

- b. Reviewing your [Employee Summary Sheet \(ESS\)](#) as outlined in reference (d). The ESS will provide each Coast Guard member with a consolidated view of their information as it appears in the Direct Access. This serves as a means for every Coast Guard member to review his/her personal data and to ensure the information is updated and accurate. ESS Panel View will be part of the matters of official record presented to PG/Advanced and special assignment panels.

SERVICE OBLIGATION

In accordance with [reference \(a\)](#), students attending any federally-funded education program incur obligated service. This obligation becomes effective on the date of transfer out of DUINS status or upon the termination of previous obligated service, whichever is later. Personnel who commence any funded education program must agree and accept the period of obligated service.

In addition, military members are obligated to serve in the Coast Guard three months for each month of instruction for the first 12 months, and one month for each month thereafter. This period of obligated service is in addition to any other obligated service that may have been incurred. Obligated service begins to accrue on the class convening date and becomes effective on the date of graduation, program completion, disenrollment, or the termination of previous obligated service, whichever is later. Enlisted personnel must execute and extend/reenlist prior to being issued orders for Duty Under Instruction (DUINS) to meet the obligated service requirements.

DELAYED ENROLLMENT OR DEFERMENT

In accordance with [reference \(a\)](#), in order to afford enlisted members the ability to pursue other unique career opportunities (e.g., tours afloat) and provide the service greater depth of skilled personnel in essential mission areas, requests to defer assignment to PG/Advanced and special assignment opportunities may be considered.

(Note: Only enlisted members selected as primary attendees will be considered for possible deferment.)

Enlisted members requesting deferment must submit their request via Coast Guard Memorandum to CG PSC (EPM-1) upon receipt of orders. Enlisted members whose program has been deferred will automatically be assigned to "Duty Under Instruction" status upon completion of their assignment as long as their performance continues to warrant this opportunity. Enlisted members granted the deferment must complete the assignment for which their program was deferred. Primary selectees for PG/Advanced and special assignment programs are notified after the results are released via ALCGENL message. Ultimately, delayed enrollment or deferment must be approved by CG PSC (EPM-1), in concert with the PM and Assignment officer (AO). Requests in well-justified cases where service need, program need, and member career development needs are met should be sent to CG PSC (EPM-1). CG PSC (EPM-1) will consult with the appropriate PM and AO regarding approval or disapproval.

APPLICATION POLICY AND PROCEDURES

- a. All AY13 PG/Advanced and special assignment panels are convening as individual panels.
- b. Applications must be submitted through the process outlined in the AY13 Enlisted Advanced Education Training Program message. Applicants should refer to the "[Application Submission](#)" section of this guide for detailed instructions on submitting an e-resume for PG/Advanced and special assignment application.

- c. A CO's endorsement is required for all PG/Adv ed and special assignment programs and must contain a written opinion of the applicant's interests, ability, and potential value to the service relating to the curricula requested. Only endorsements from the immediate command are authorized. Any member that does not receive a positive endorsement will be disqualified.
- d. Recent standardized test scores (i.e., taken within the last 5 years) are required for all programs, unless the applicants currently possess an advanced level degree – waivers will not be considered unless specified by a program's solicitation message. Official standardized test scores must be submitted no later than the [application deadline](#). Applicants should refer to solicitation messages to ensure they take the required standardized test(s). Those who do not submit the required official standardized test scores by the [panel convene date](#) are not eligible to compete and will be removed from the respective applicant pool.

NOTE: Members who take standardized test(s) must have their official standardized score(s) entered into their [CG PSC EI-PDR](#) and in [Direct Access](#) for PG/Adv ed and special Assignment selection panel(s) to consider them. Also, applicants taking the GRE are encouraged to have the official test scores sent directly to [CG PSC \(psd-mr\)](#), by designating the Coast Guard as an authorized score recipient prior to the test administration by using [GRE Code: 3029](#).

- e. For programs requiring a baccalaureate degree, conferred educational transcripts must be submitted for entry into the applicant's [CG PSC EI-PDR](#) and [Direct Access](#) no later than the [application deadline](#). Those who do not submit the required official educational transcripts will not be eligible to compete.

NOTE: Copies of official educational transcripts are acceptable. We do not require an official transcript in a sealed envelope.

- f. Applicants should not submit transcripts for degrees in progress (i.e., not conferred/completed). Those applicants who have completed undergraduate/ graduate level course work should submit a Record of Professional Development, CG Form-4082. The CG Form-4082 must include a CO's signature to be valid. Completed CG Form-4082 should be submitted to [CG PSC \(psd-mr\)](#).

CANDIDATE SUBMISSIONS

1. Candidates shall review references (a) through (c), and the respective program solicitation messages, and adhere to requirements and criteria.
2. Candidates shall comply with weight standards as stated in reference (c).
3. Candidates shall submit request for participation and complete packages to CG PSC (EPM-1) prior to the deadline date stated in the solicitation message.
 - a. The preferred method of submission for all applications for enlisted advancement education training programs is via e-mail (i.e., application package scanned and to e-mail) to ARL-PF-CGPSC-EPM-1-PANELS@USCG.MIL, unless specifically

addressed in the program's solicitation message. If you are unable to submit your application electronically submit it via regular U. S. mail to the following address:

COMMANDER
PERSONNEL SERVICE CENTER (PSC-EPM-1)
STOP 7200
4200 WILSON BLVD, SUITE 1100
ARLINGTON, VA 20598-7200

- b. All incoming mail to the Washington DC metro area must be processed through an offsite mail security processing center which adds an additional two weeks for mail delivery, so submission by e-mail is strongly recommended to ensure the application arrives at CG PSC (EPM-1) before the required deadline. Regardless of the submission method, members will receive an e-mail acknowledgement confirming positive receipt of the application package. If you do not receive a confirmation e-mail within one week of submitting your package, please contact CG PSC (EPM-1) at 202-493-1724. Members, not commands, are responsible for ensuring their application package arrives at CG PSC (EPM-1) before the required deadline.
4. If necessary, candidates shall contact PM to request an extension to submission deadline date.
5. Candidates shall contact PM for answers to any questions concerning the course of study for perspective advanced education program.
6. Candidate shall contact PM for questions concerning package content.

INSTRUCTIONS FOR ENTERING EDUCATIONAL/TRANSCRIPT/STANDARDIZED TEST SCORE INFORMATION INTO CG PSC EI-PDR

To have education (i.e., official conferred/completed transcript(s)) and official standardized test score(s) information entered into your CG PSC EI-PDR, forward your documentation to CG PSC (psd-mr). Refer to the "[Review of CG PSC EI-PDR](#)" section of this process guide or visit [CG PSC \(psd-mr\)'s webpage](#) for contact information and guidance on submitting documents to your EI-PDR. As a reminder, applicants taking the GRE are encouraged to have the official standardized test scores sent directly to CG PSC (psd-mr), by designating the Coast Guard as an authorized score recipient prior to the test administration.

In order to send GRE Score Reports to CG PSC (psd-mr) directly, test-takers must select UNITED STATES COAST GUARD by scrolling through the "State" dropdown list. The list may appear alphabetically or by city depending on test site configuration. The city, "Arlington" will appear after UNITED STATES COAST GUARD. Also, the address to CG PSC (EPM-1) will be below UNITED STATES COAST GUARD, (i.e., Stop 7200, 4200 Wilson Blvd, Suite 1100, Arlington, VA, 20598-7200).

Some test sites utilize older testing software. In those instances, to have the official test scores sent directly to CG PSC (EPM-1), you must enter GRE Code: 3029.

INSTRUCTIONS FOR ENTERING EDUCATION/TRANSCRIPT INFORMATION INTO DIRECT ACCESS

To have educational (i.e., official conferred/completed transcript(s)) information entered into Direct Access, members should take a copy of the official conferred transcript(s) to their Unit admin/SPO for entry. Detailed instructions for entering educational information in Direct Access may be found in tutorials on the [Coast Guard Pay and Personnel Center \(CG PPC\) website](#). Please ensure all degree information is properly entered into Direct Access.

Note: Direct Access only accepts:

1. Level of degree earned (i.e., conferred/completed);
2. Date the degree was conferred;
3. Cumulative GPA;
4. School/University attended; and
5. “Graduated” block must be checked in order for PG/Adv ed and special assignment selection panels to view educational information

Applicants are responsible for verifying official education/transcript information is properly entered in Direct Access.

To verify official educational/transcript information was properly entered in Direct Access, check the following Direct Access path: Home > Self Service > Employee > View > Member Info Additional > Education History.

INSTRUCTIONS FOR ENTERING STANDARDIZED TEST SCORES INFORMATION INTO DIRECT ACCESS

To have official standardized test scores entered into Direct Access; members should take the official standardized test score report to their Unit admin/SPO for entry. Detailed instructions for entering test score information in Direct Access may be found in tutorials on the [CG PPC website](#).

It is vital that the official standardized test score entry include:

1. The date of the test (i.e., not the date it was submitted);
2. The test score;
3. The appropriate percentage listed for the results; and
Enter the appropriate percentage for the results in the “Notes” section. (e.g., The GRE may have the score and list “67% below.” In that case, list “67% below” in the “Notes” section).
4. The “Passed” box is checked.

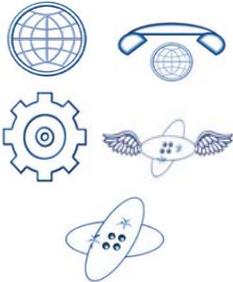
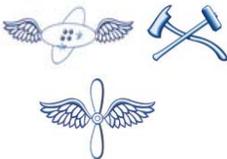
Applicants are responsible for verifying standardized test scores are properly entered in Direct Access.

To confirm that test scores are entered in Direct Access check the following Direct Access path:
Home > Self Service > Employee > View > Test Results.

PROGRAM DESCRIPTIONS

The following narratives describe PG/Advanced and special assignment programs in accordance with the Coast Guard Performance, Training, and Education Manual, COMDTINST M1500.10 (series), most recent ALCOAST solicitation messages, or approved memorandums.

*** PROGRAMS FOR ASSIGNMENT YEAR 2013***

Program	Description
<p>Masters of Science in Strategic Intelligence (MSSI) Bachelors of Science in Intelligence (BSI)</p> 	<p>The BSI program at National Defense Intelligence College (NDIC) Washington, DC, offers journeyman Intelligence Specialists (IS) rated personnel the opportunity to obtain a bachelors degree in intelligence studies. The program focuses on four broad areas of education: the Intelligence Community, Intelligence Processes, Intelligence Consumers, and the Strategic Landscape.</p>
<p>Advanced Computer and Electronics Technology Program (ACET)</p> 	<p>Affords Enlisted members up to 24-months to pursue an Associate/Baccalaureate degree in Computers, Communications, Information and Electronics Technology, and Engineering.</p>
<p>Aviation Maintenance Technology (AMT) Damage Control Industrial Technology (DCIT)</p> 	<p>Affords Enlisted members up to 24-months to pursue an Associate/Baccalaureate degree in Computers, Communications, Information and Electronics Technology, and Engineering.</p>

<p>Medical Administration (MA)</p> 	<p>Provides undergraduate level education in medical care organization and management. Selectees attend programs at cost-effective, approved and accredited institutions, usually within current residence area or located in area of probable postgraduate assignment. Applicants must be in the HS rating and have served at least six years on active duty with a minimum of two years of service with the U.S. Coast Guard.</p>
<p>Environment Management (EM)</p> 	<p>Addresses environmental policy development and analysis, scientific research, geographical information systems, legislative processes, emergency management, and national/international contingency plan development. Program graduates will be involved in response preparedness policy and capabilities development, joint contingency planning, national exercise program management, and interagency coordination at the state, national, and international levels.</p>
<p>Food Service/Culinary Arts (FSCA)</p> 	<p>The FSCA program is a 24 month program leading to an associates or bachelors degree in food services management or culinary arts. Graduates will have opportunities for future assignment to positions of increasing responsibility such as a member of the food service assistant and training team (FSAT) and FS “A” and “C” school instructor staff.</p>
<p>U.S. Army Sergeants Major Academy (USASMA)</p> <p>(OPEN TO ALL RATES)</p>	<p>The United States Sergeants Major Academy is a 9 month course designed to “develop agile and adaptive noncommissioned officers and enlisted Soldiers through professional military education opportunities that meet the challenges of unified land operations in an era of persistent conflict.” – United States Army Sergeants Major Academy, https://usasma.bliss.army.mil/page.asp?id=37.</p>
<p>Public Affairs (PA)</p> 	<p>This program provides personnel with a variety of background instruction in Public Relations and Mass Communications and should not be confused with the Public Affairs discipline in which many universities call Political Science or Government departments. The Coast Guard Public Affairs program is solely a Journalism and Mass Communications specialty.</p>
<p>Performance Technology (PT)</p> <p>(OPEN TO ALL RATES)</p>	<p>The Performance Technology post-graduate program leads to either a Master of Science (MS) degree in Instructional Systems, Instructional Systems Technology, Instructional and Performance Technology, or a Master of Arts (MA) degree in Education with a concentration in Educational Technology. The program prepares members for specialty in Performance Technology, Human Performance Consulting, Instructional Technology, Instructional Design, Distance Learning, Training Management, and Human Resource Development.</p>

<p>Emergency Management (EMM)</p> <p>(OPEN TO ALL RATES)</p>	<p>The Emergency Management Program addresses emergency management policy development and analysis, incident command systems (ICS) principles, legislative processes, and national/international contingency plan development. Program members will be involved in all hazard incident response and preparedness policy development, joint contingency planning, national exercise program management, and interagency coordination. The program affords members of all rating the opportunity to fill critical billets within the National Strike Force to including the three Strike Teams, Public Information Assist Team (PIAT), CG Incident Management Assist Team (CG-IMAT), or within their specialty where they will have a leadership role to be able to effect change and pass on emergency management principles.</p>
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