



DEPARTMENT OF THE NAVY
COMMANDANT OF MIDSHIPMEN
UNITED STATES NAVAL ACADEMY
101 BUCHANAN ROAD
ANNAPOLIS, MARYLAND 21402-5100

COMDTMIDNINST 1301.2B
PRODEV

11 OCT 2005

COMDTMIDN INSTRUCTION 1301.2B

Subj: INTERSERVICE COMMISSIONING (ISC) OF NAVAL ACADEMY
GRADUATES

Ref: (a) U.S. Code, Title 10, CH 33, Sect 541
(b) Interservice Commissioning MOU of 29 Apr 92
(c) Memo for SECNAV of 28 Sep 92
(d) COMDTMIDNNOTE 1301.1

Encl: (1) Format for Letter of Request to SECNAV

1. Purpose. To establish guidelines and procedures for processing the inter-service commissioning applications of First Class USNA Midshipmen who request commissions in the U.S. Air Force, U.S. Army or U.S. Coast Guard.

2. Cancellation. COMDTMIDNINST 1301.2A of 21 August 2000 is canceled and superseded by this instruction. Since changes are extensive, no special markings appear in the margins. Therefore, it should be read in its entirety.

3. Background. Reference (a) established an Inter-service Commissioning Program among USNA, USMA and USAFA. Reference (b) delineates the eligibility for the Inter-service Commissioning Program. In 2005, a precedent was set which allowed a USNA Midshipman to receive a commission in the United States Coast Guard. Midshipmen requesting a commission in the Coast Guard should follow the same guidelines for commissioning into the Army or Air Force as delineated below. However, there is currently no Memorandum of Understanding between the Coast Guard and the Navy.

4. Criteria. Approval of inter-service commissioning requests is not automatic. Each request will be evaluated per the following criteria from reference (c):

a. The applicant seeks a career opportunity that is available only in the requested service. Approval shall be limited to those graduates seeking career opportunities which are truly unique to the other service. This criterion shall not

be used to allow a graduate, who is physically or otherwise restricted from selecting a particular career opportunity in his present service, to seek that same career opportunity in the other service.

b. The applicant has had a positive, compelling experiences as a result of voluntary participation in an academy exchange program of at least one semester such that the applicant realizes that his or her personal desires and career goals can best be met and satisfied in the requested service.

c. The applicant applied and was nominated to the requested service academy but did not receive an appointment. This criterion alone shall not suffice for approval of the inter-service commissioning request.

d. An applicant has a parent or guardian who is an active or retired service member of the requested service. This criterion alone shall not suffice for approval of the inter-service commissioning request.

5. Application Procedures. Midshipmen desiring to apply for inter-service commissioning shall:

a. Attend the annual Inter-service Commissioning application brief.

b. Write a letter to the Secretary of the Navy via the Superintendent and the CNO explaining his or her reasons and qualifications for the ISC. The format for this subject letter is included as enclosure (1). The letter should address in detail how the applicant meets the criteria in paragraph 4. Inter-service commissioning request letters must be submitted to the Career Information Officer per reference (d). Recommendations from officers or elected officials are not part of the application and should not be considered.

c. Appear before the Inter-service Commissioning Board when scheduled. The Board will review requests, interview applicants and make recommendations to the Superintendent via the Commandant of Midshipmen.

6. Service Assignment. Midshipmen requesting inter-service commissioning will still enter their final preferences with the rest of their class, with ISC as their first choice. Once

applications are forwarded by the Superintendent recommending approval, those Midshipmen will be considered as accepted for ISC and will not participate in the remainder of the service assignment process. Midshipmen whose requests are approved by the Secretary of the Navy will be assigned post commissioning orders by the receiving service. Midshipmen whose requests are disapproved or who withdraw their requests prior to graduation will be assigned to a community and issued orders by BUPERS in accordance with the needs of the Navy.

7. Action

a. The Career Information Officer (CIO) will coordinate the inter-service commissioning process.

b. The USAF and the USA CIP Coordinators, in conjunction with the CIO, will conduct the annual ISC application brief and review applications, serve as members for the Inter-service Commissioning Board, and interface with USAF and USA HQs. If there is an applicant for inter-service commissioning in the US Coast Guard, the USCG CIP Coordinator from USNA will participate in the above process.

c. Midshipmen requesting inter-service commissioning will adhere to policies and procedures outlined herein.



BRUCE E. GROOMS

Distribution:
C-1 (Electronically)
CIO
USAF CIP Coord
USMA CIP Coord

From: Midshipman 1/C W. T. Door, 999-99-9999
To: Secretary of the Navy
Via: (1) Superintendent
(2) Chief of Naval Operations

Subj: REQUEST FOR A COMMISSION IN THE U.S. ARMY/AIR FORCE/COAST
GUARD (as appropriate)

1. I respectfully request permission to receive a commission in the (Army/Air Force/Coast Guard) upon graduation on xx May 20xx.

2. Per guidelines set forth in the reference, I submit the following information supporting my request:

a. What unique career opportunity does the requestor desire that cannot be satisfied by a commission in the Navy or the Marine Corps? Is the requestor medically/academically qualified for this field?

b. What voluntary actions has the requestor taken to learn about the other service, and in what related activities sponsored by the USNA has the requestor participated? Did the requestor participate in an Academy Exchange Program? If not, why? Provide as much detail as possible.

c. Did the requestor apply for an appointment to the receiving service academy? Did the requestor receive a nomination or appointment to that service academy? Provide as much detail as possible.

d. Does a family tradition exist in the receiving service? (Parent or legal guardian on active duty or retired from Air Force, Army or Coast Guard.) Provide as much detail as possible.

3. Based on the above reasons, I respectfully request to be commissioned as a second lieutenant in the U.S. Army/Air Force or ensign in the U.S. Coast Guard.

Very respectfully,

(signature)

W. T. DOOR
Midshipman First Class, USN

Enclosure (1)