

EARLY OUT PROCESS

for Sailors who wish to pursue further education or transfer to another service branch



FURTHER EDUCATION



INTERSERVICE TRANSFER

1

Sailor applies to an institution of higher education (college, university, or technical school).

2

Upon acceptance, Sailor must work with Navy Career Counselors to submit a 1306/7 to PERS-832 via MNCC along with all required items listed in MILPERSMAN 1910-108 to request an early separation.

- ▶ Per NAVADMIN 142/22, separation requests greater than 90-days are not being approved.
- ▶ Only CNP can authorize early release from active duty for greater than 90 days through an Exception to Policy.
- ▶ COs can approve Sailors to separate early within 90 days of their EOAS in some instances.
- ▶ PERS-832 is the ultimate authority for all early separations.

Questions?

Contact MyNavy Career Center
Call 1-833-330-MNCC or email askmncc@navy.mil

1

Sailor contacts a recruiter for desired military branch.

2

Once settled on path, Sailor must work with Navy Career Counselors to submit a NAVPERS 1306/7 to PERS-832 via MNCC.

3

A Salesforce case is created for PERS-832. PERS-832 reviews request and determines routing:

- ▶ ECMs/Detailers are not the final decision makers.
- ▶ Due to no early out policy, PERS-832 can only approve Conditional Release at the Sailor's SEAOS.

4

Once completed, PERS-832 will send a message to the command, detailing response:

- ▶ Disapprove – No further action.
- ▶ Approved – CO can then sign Conditional Release on behalf of the U.S. Navy.

5

Sailors must not apply and COs are not authorized to sign Conditional Release until PERS-832 or DCNO(N1)/CNP authorize it.

COMMAND RESPONSIBILITIES

Hold Career Development Board to assess Sailor's career intentions.

Navy Career Counselors must assist Sailor in submitting request.

- Should be well versed in all three policies, related restrictions and submission processing.

- Periodically check status of Salesforce case, if submitted to MNCC.

- Contact their Force or Fleet Career Counselor.

Ensure members know they cannot apply for any interservice transfer without first having approval from PERS-832 or DCNO(N1)/CNP.

COs are not authorized to sign Conditional Release unless PERS-832 or DCNO(N1)/CNP authorize it.

IMPORTANT POLICIES

[MILPERSMAN 1910-102](#)
[Separation By Reason Of Changes In Service Obligation](#)

[MILPERSMAN 1910-108](#)
[Early Release To Further Education](#)

[NAVADMIN 142/22](#)
[Early Separation Cancellation](#)