

LATERAL TRANSFER APPLICATION GUIDE (URL, RL, & STAFF CORPS)

Eligible applicants shall have **less than 3 years of commissioned service at time of selection** (annually in September). Applicants should work with their current command and the SEAL OCM to ensure packages are complete and properly submitted. The SEAL OCM will notify applicants of final selection.

Candidates must be released from their losing warfare community and execute their lateral transfer within the FY (Fiscal Year) they are applying. Eligible candidates **MUST** coordinate package submission with their Chain of Command and current detailer.

Eligibility requirements:

- Less than 3 Years of Commissioned Service
- Qualified in a warfare specialty (Unrestricted Line only)
Applicants may apply before achieving final warfare designation, contingent upon a letter from their Commanding Officer stating the applicant is on track to qualify before final selection (typically SEP of year applying).
- Must be on permanent active duty throughout the selection and transfer process
- Eligible for Secret clearance

Applicants must complete one (1) of the following for their lateral transfer application:

1. Attend SEAL Officer Assessment and Selection (SOAS) in Coronado, CA during the summer prior to their transfer. Applicants who have attended SOAS previously are allowed one additional opportunity to attend. SOAS is a two-week course (~10days), yet may be modified to accommodate operational commitments. Contact the SOAS Program Manager for details and dates (SOASPM@SEALSWCC.com).
2. If unable attend SOAS, they will conduct a VTC or in-person interview with members of the SOAS staff. Interviews are a last resort and intended for candidates who cannot attend SOAS due to operational commitments. In the applicant's **CO Endorsement Letter**, include reason for not being available to attend SOAS (i.e. deployment, underway, etc.). The interview **WILL COUNT** as a SOAS attempt. Carefully consider options prior to committing to an interview.

References:

OPNAVINST 1210.5 (Lateral Transfer/Re-designation and Augmentation of Officers in the Navy)
MILPERSMAN 1212-010 (Lateral Transfer Policy)
MANMED P-117 Article 15-105 (Medical Requirements)
MILPERSMAN 1210-220 (NSW Officer)
MILPERSMAN 1220-410 (SEAL PST Requirements)

NSW Officer Package Contents:

1. **NAVPERS Form 1210/9 - Office Data Card (ODC)**
2. **Personal Statement**
3. **NSW Application Letter for Lateral Transfer**
4. **Commanding Officer's Lateral Transfer Endorsement Letter**
5. **PST Results Form**
OCM office **DOES NOT** schedule PSTs for applicants. While challenge rate administrators are preferred (SEAL, EOD, Navy Diver), **any E-7 or above** can administer the PST if one is not available. PST should be current within 6 months of package submission.
6. **Resume or Curriculum Vitae**
7. **No more than two (2) Letters of Reference (LOR)**
8. **Official College Transcripts**
Do not mail transcripts to the OCM office. PDF copies are acceptable
9. **All FITREPS (NAVPERS 1610)** to include detaching and any signed after package submission
10. **Medical Disclaimer - DD2807-2 & DD2808** hand carried to SOAS

****Dive medical officer signature is preferred yet not required to attend summer cruise but IS required for accession into NSW****

Submit all NSW package items as the following to SEAL_Apply@navy.mil:

- 1. NAVPERS 1210/9 ODC – Digital PDF**
- 2. All documents in single, numbered order PDF**

**Send via DoD Safe or encrypted e-mail if possible, understanding the risk involved unencrypted
Verify receipt within 96 hours of submission**