

**SEM FAQ**  
**(Updated 6 Aug 2024)**

Specific questions can be answered by e-mailing [SrEnlistedMarket.fct@navy.mil](mailto:SrEnlistedMarket.fct@navy.mil)

**Q. Do Command Comments factor into the MNA application cycle?**

**A.** Command Comments do factor into the scoring as of AUG 24 MNA cycle.

**Q. Special Programs were normally considered a FAC-G billet that allowed for applications by any rating. Can I apply to FAC-G billets?**

**A.** The SEM process is designed to align members with their billet base (Billet Based Assignment (BBA)). Every effort will be made to fill billets in rate. If no in rate applications are received and your rating has a limited billet availability for promotion, we may consider a selection out of rate. The Sailor Scoring Criteria weight is heavy towards the rating alignment.

**Q. I am in a special program and SEM screened. I have obligation to the special program. Can I apply for SEM?**

**A.** All Screened Sailors are eligible to apply for a SEM opportunity, regardless of the special program obligations.

**Q. I applied for a billet and now it's no longer available for application in MNA, what should I do?**

**A.** There are a few circumstances that will remove a billet from availability after applications have been submitted. They include the following: personnel manning actions, billet funding changes, billet paygrade changes, or the incumbent extends onboard. If any of these actions occur, pending applications will be voided, and Sailors will be notified via email notification from MNA, and the Sailor may apply for another billet.

**Q. I am applying for LDO/CWO, what impact does this have for SEM, and can I still apply for promotion billets?**

**A.** Once a Sailor obligates to a commissioning program they may not apply for promotion billets in MNA. If a Sailor revokes their appointment, the remaining DMEI time will be reapplied to their MNA account not exceeding the original (24-month timeframe). Notification to PERS-40 via NAVPERS 1306/7 will ensure DMEI application to your record.

**Q. I am receiving an SRB for a NEC specific billet. Will this SRB be impacted by my acceptance of a SEM billet without that NEC?**

**A.** Yes. If the member does not meet the requirements of the SRB as contracted, they will no longer be entitled to the remaining portion. Contact the SRB Help-desk for specific information that pertains to your individual situation.

**Q. Am I eligible for AIP if I meet the requirements and am taking SEM orders?**

**A.** Yes. AIP eligible Sailors must submit their AIP bid during the application phase. The DMEI allows Sailors to submit applications at any time however, Sailors that have a PRD that has lapsed past their normal orders negotiation are not eligible for AIP.

**Q. Am I eligible for SDIP if I meet the requirements and am taking SEM orders?**

**A.** Yes. SDIP eligible Sailors that are selected for a SEM opportunity must submit an SDIP request by the end of the applicable MNA cycle. SDIP requests received after the MNA cycle closes will not be approved.

**Q. If I execute orders from sea to shore duty before my original PRD and I collected SDIP, will I have to repay the unearned balance?**

**A.** Yes. The unearned portion will be recouped at the pretax rate.

**Q. If I execute orders, report to an in paygrade billet, or if I apply to an in paygrade billet due to normal PRD negotiations, will I lose my Detailing Marketplace Eligibility Indicator (DMEI)?**

**A.** No. The eligibility will only be removed when a Sailor is selected for orders in the next higher paygrade, if the Sailor is no longer eligible for advancement, or the eligibility date has expired.

**Q. What do I do if I cannot submit my applications or preferences in MNA?**

**A.** If a Sailor cannot submit MNA applications or update their MNA preferences, they should contact their Detailer. If Sailors email their input to the Detailer, please ensure that they follow up with the Detailer to ensure the information was received.

**Q. How do I provide constructive feedback to the Detailing Marketplace/SEM Working Group?**

**A.** Submit feedback to SrEnlistedMarket.fct@navy.mil

**Q. How does my command advance me?**

**A.** Advancement is affected the day that all requirements are met and the Sailor reports onboard in an ACC 100 (for duty) status. Like other A2P actions, advancement actions will be submitted via NSIPS by the command. If there are issues with the advancement posting the command admin office should submit obligated service documentation and the Page 13 to askmncc@navy.mil.

**Q. There is an advancement billet available at my command and I am successfully screened. Can I be aligned to the billet and advance?**

**A.** No. All SEM actions must be competitive. This process will give appropriate opportunity for all in grade and successfully screened Sailors to apply and compete. Exception to Policy (ETP) requests are not being entertained for a non-competitive advancement. If the billet for your command is advertised, you may apply for that billet in MNA. If you have the top score, you will be posted to the billet and advanced when all requirements have been met.

**Q. I am listed on the Screening board NAVADMIN, but don't have an asterisk "\*" next to my name, what does that mean?**

**A.** All Sailors listed on the Screening board announcement NAVADMIN are considered "successfully screened" by the board and eligible to compete in the marketplace. Sailors with an asterisk ("\*") next to their name earn higher ranking when competing for billets in MNA based on the SSC.

**Q. What will happen to Sailors who aren't screened to compete in the Senior Enlisted Marketplace?**

**A.** Sailors who do not successfully screen to compete for a SEM opportunity, but remain advancement eligible in all other respects, will be reevaluated for screening eligibility during the next board opportunity. Regardless of a Sailor's screened status, all Sailors will begin the order negotiation process 12 months prior to their PRD.

**Q. What if I am on the screening list NAVADMIN and am unable to successfully align to a higher paygrade requirement in the marketplace?**

**A.** Successfully screened Sailors who do not select for a higher paygrade will be allowed to compete for a SEM opportunity for up to 24 months. After 24 months, Sailors will need to be reevaluated at the next board opportunity.

**Q. I'm on the screening list, when will I get frocked?**

**A.** Sailors must first compete and be selected for a higher-paygrade billet. Once selected and screened, Sailors must obligate service for the length of the orders, then the Sailor can be frocked 30 days prior to transfer and will advance upon reporting to the billet for permanent duty (after completing of any required schools).

**Q. Can I apply for a job at my current rank?**

**A.** Yes. The Navy encourages successfully screened Sailors to apply for billets in the next higher paygrade, but Sailors may still apply for jobs in their current rank.

**Q. What happens if I do not get selected for orders in the next paygrade, and my PRD is within 12 months?**

**A.** Successfully screened Sailors that are within their order negotiation window may apply for jobs in the next higher paygrade or current paygrade in MNA. If Sailors are not selected for a job within the next higher paygrade, they may be selected for orders in the current paygrade, but Sailors will maintain their DMEI. The DMEI will allow Sailors to continue to apply for jobs in the next higher paygrade, regardless of their PRD or order status.

**Q. I just reported to my command, and found out I was successfully screened, can I participate in the Senior Enlisted Marketplace?**

**A.** Yes. Successfully screened Sailors may apply for a SEM opportunity regardless of their projected rotation date. Sailors will normally be required to serve a minimum of 12 months at their current command.

**Q. I am under orders or already have negotiated orders, but I've been successfully screened to compete for a job in the next higher paygrade. Can I re-negotiate for orders?**

**A.** Yes. Sailors that have negotiated for PCS orders, have a pending manning actions, or who are in receipt of PCS orders at the time of the board results may still compete for job in the next higher paygrade in MNA.

**Q. How will this effect High-Year Tenure?**

**A.** Sailors who are close to high-year tenure remain advancement eligible, unless precluded by current advancement and high-year tenure policy. If successfully screened to compete for advancement, a Sailor who is close to high-year tenure will have their timeline suspended for the time they are participating in the Senior Enlisted Marketplace, not to exceed 24 months. If a successfully screened Sailor is not selected for a billet at the next higher paygrade within the allotted timeframe, then that Sailor would begin retirement or separation processing.

**Q. Will all jobs for advancement be at-sea?**

**A.** No. Jobs will be advertised based on fleet priorities, which may include sea, shore and overseas duty.

**Q. How will sea/shore flow be impacted?**

**A.** Sailors typically will retain their current sea/shore flow rotation until they are successfully screened. Under the Senior Enlisted Marketplace, Sailors have increased flexibility and career timing choices to compete for advancement opportunities in MNA.

**Q. What can Sailors do to better prepare for the change?**

**A.** Sailors are encouraged to review their records for accuracy on a regular basis, but especially prior to a selection board. Missing information that would not be corrected by the time a board convenes should be submitted via direct communication to the board. Selection board NAVADMIN, precept and more information will be available here: <https://www.mynavyhr.navy.mil/Career-Management/Boards/Active-Duty-Enlisted/MCPO-Selection-Boards/>. In addition, Sailors should review career progression and development opportunities by talking to your Enlisted Community Managers and your mentors.

**Q. What will the process look like for Sailors?**

**A.** The screening board will issue results for those Sailors that have successfully screened for the next paygrade. Those successfully screened will have the opportunity to compete in MNA for advancement billets against other advancement-eligible and current in grade Sailors.

The board may merit screen up to 15 percent of selected candidates with an asterisk “\*”. A merit screen will result in an increased score via the Sailor Scoring Criteria. The Sailor Scoring Criteria is posted on the MyNavy HR Senior Enlisted Marketplace web page.

Merit Screened Sailors can expect a “concierge detailing” experience, which means the Detailer will contact the Sailor if not selected for one of the Sailor’s top two applications during a MyNavy Assignment cycle. The Sailor may agree to other, lower preference orders (applications 3-7) if available or, reapply in following cycles.

Both in grade and successfully screened candidates can apply for up to seven billets per cycle, beginning with the August MyNavy Advancement cycle. Do not apply for orders you cannot or do not intend to fill. Successfully screened Sailors can enter the Senior Enlisted Marketplace regardless of their projected rotation date, but they will normally complete a minimum of 12 months at their current command before they can transfer.

Successfully screened Sailors can expect three potential outcomes within the Senior Enlisted Marketplace:

- Selected for a billet requirement. After receiving orders, passing related screening, and obligating service, the Sailor can be frocked within 30 days of transfer and is advanced upon reporting to fill the higher paygrade requirement.
- Choose to take another in grade billet. Successfully screened Sailors may continue to apply for advancement billets as long as they maintain their advancement eligibility.
- Screened Sailors that are not selected for a job in the next higher paygrade within 24 months will be reevaluated for SEM eligibility at the next screening board.