

# IT'S YOUR EDUCATION



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***\*\*Disclaimer\*\**** All information contained in this pamphlet supplement (including web and email addresses) is considered current as of the latest update, but is subject to change prior to the release of another update.

## PURPOSE

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Education remains a cornerstone in the development of our officers and to the overall professional growth of our community. As such, the purpose of this playbook is to highlight the many educational opportunities available to you as a Supply Corps officer.

## EDUCATION TIMELINE

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Generally, educational opportunities align with an officer's career timing based upon Supply Corps career progression as follows:

- Basic Technical Development and Leadership (O1-O3)
- Advanced Technical Proficiency and Leadership (O3-O5)
- Senior Officer Development and Leadership (O5+)

Understanding when certain opportunities are within reach is ultimately up to you, but this general timeline should help emphasize the need for effective planning in order to achieve your goals.

## YOUR EDUCATION

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There are a few critical steps to ensure you successfully navigate education opportunities, these include:

Academic Profile Code (APC) & Transcripts - Have your APC calculated in the beginning of your career; it will define your eligibility for many of the programs contained in this playbook. Also, ensure that your official collegiate transcripts are [in your record](#).

Record Maintenance - Upon completion of additional education, ensure you update your record to reflect your accomplishments. If it's not in your record, it's like it never happened. See [It's Your Record](#) for more information.

By understanding how to properly document your educational achievements, you'll gain a distinct advantage in securing future educational opportunities highlighted in this playbook.

## ACADEMIC PROFILE CODE (APC)

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All officers should have their APC calculated as soon as possible after entering the Supply Corps. The Academic Profile Code (APC) is an internal academic index used in the initial evaluation of applicants for post-graduate education opportunities. The APC is a three-digit code that is calculated by Naval Postgraduate School (NPS) Admissions. The APC summarizes pertinent portions of a student's prior academic performance. The three independent digits reflect an individual's cumulative grade-point average, exposure to and performance in mathematics courses and exposure to and performance in selected science and engineering areas.

- Much like golf, the lower the score the better.
- Only graded coursework taken at accredited institutions will be used in the APC calculation.
- For USN officers, each digit of the APC can be waived. For further information on how to do this, consult your detailer after your APC is calculated and reflected in your record.

Officers must complete the application process on the Naval Postgraduate School website ([www.nps.edu](http://www.nps.edu)) at <https://nps.edu/Admissions/AMS/> and submit sealed official transcripts to NPS in order to have their APC calculated.

### ***First Digit***

The first digit indicates overall academic performance based on a recalculated\* GPA from all previous collegiate transcripts. The first digit is derived from the following table:

Code	QPR range
<b>0</b>	3.60 - 4.00
<b>1</b>	3.20 - 3.59
<b>2</b>	2.60 - 3.19
<b>3</b>	2.20 - 2.59
<b>4</b>	1.90 - 2.19
<b>5</b>	0.00 - 1.89

A first digit code of 0, 1, 2 or 3 (as appropriate) will be assigned only if provided transcripts exhibit at least 75 semester-hours or 112 quarter-hours of actual graded classroom instruction. Grades of Pass/Fail, Credit/No Credit will not count toward the 75/112 hour requirement.

\*Failures and repeated courses are included in the GPA calculation.

### ***Second Digit***

The second digit represents mathematical background according to the following criteria:

Code	Meaning
<b>0</b>	Math Major/Minor, Quantitative Economics Degree with B or better average; math taken less than or equal to 7 years ago. (Math Major or strong Math Minor)
<b>1</b>	Lower Level, Upper Level, Linear Algebra with a GPA of at least a 3.5; math taken less than or equal to 5 years ago.
<b>2</b>	Lower Level, Upper Level with average between C+ and B+; math taken less than or equal to 5 years ago. No Linear Algebra.
<b>3</b>	Lower Level Calculus Sequence with a C or better; or if math taken greater than 5 years ago.
<b>4</b>	Calculus for Business/Social Sciences with a C or better. 1 Lower Level Calculus Course with at least a C-. 2 pre-Calculus Courses with a B+ or better.
<b>5</b>	At least one pre-Calculus with C- or better grade.
<b>6</b>	No pertinent college-level math with a grade of C- or better.

All math courses from calculus through post-calculus are considered when evaluating the transcripts for the second digit. A minimum calculus sequence is Calculus I and II.

### ***Third Digit***

The third digit represents previous course coverage in science and technical fields according to the following criteria:

Code	GPA (Eng/Tech)	Meaning
<b>0</b>	3.00-4.00	ABET EAC accredited, BS Eng Degree (regardless of time passed).

Code	GPA (Eng/Tech)	Meaning
1	>= 2.30	Non-ABET EAC accredited, Eng Degree (regardless of time passed).
2	>= 2.30	Any BS Tech Degree (regardless of time passed).
3	>= 3.00	Completed calculus-based physics sequence with a B average or above.
4	>= 2.00	One calculus-based physics course with at least a C.
5	<= 1.99	No pertinent technical courses.

*Engineering Degrees include: Aero/Astro, Comp/Elect, Mechanical, Materials, Marine, Naval, Ocean, Systems, Industrial, Chemical, Bioengineering, and Naval Architecture. (List is not exhaustive)*

*Technical Degrees include: Applied Physics, Engineering Physics, and Physics.*

General Engineering and EE/ME Technology degrees are neither counted as engineering degrees nor as technical degrees for purposes of calculating an APC.

When calculating the APC, if the record cannot meet all the requirements to obtain Code '0' (i.e. GPA is 2.75 but all other requirements are met), the Code automatically drops to a '1' but no further.

**Example:** An APC of 221 indicates a total grade point average for all college courses in the interval 2.60-3.19, a complete sequence in calculus with an average between C+ and B and a major in physics or pertinent engineering area with upper-division courses with an average between C+ and B.

For questions regarding your APC or how to improve your APC, NPS Admissions can be contacted through the following email address: [admissions@nps.edu](mailto:admissions@nps.edu)

## NAVY SUPPLY CORPS SCHOOL (NSCS)

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Commissioned Naval officers that enter the Supply Corps will attend the Navy Supply Corps School (NSCS) in Newport, Rhode Island, before their first operational duty assignment. The mission of NSCS is to provide students with the personal and professional foundations for success. NSCS offers Supply Corps officers, DoD, and international logisticians a continuum of personal and professional development to successfully support the Navy and the Joint warfighter. The Supply Corps Officer Basic Qualification Course (BQC) is designed to prepare Supply Corps officers to successfully fulfill their initial operational tours. Whether the individual is a newly commissioned Ensign or a more senior officer transferring into the Supply Corps, all must attend the BQC. Additionally, Supply Corps officers can expect to return to NSCS at points throughout their career for follow-on training.

For more information or to see other classes offered at NSCS (e.g. SODHC, JASMMM) [click here](#).

Follow NSCS on Facebook at: [U.S. Navy Supply Corps School](#)

## POST GRADUATE OPPORTUNITIES

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### ***Post Graduate Education Screen***

Selection for Post Graduate (PG) education programs is accomplished through an administrative screening board. This board is announced annually in a Flash message from the Chief of the Supply Corps.

810/811 Program screening is conducted prior to other PG school screening (NPS and Intermediate Service Colleges (ISC)). Officers desiring 810/811 screening must submit a formal package to the board and meet the following eligibility requirements:

- Completed one Operational Tour (928/92A/929 AQD)
- Warfare qualification
- APC 345 or better (ODC Block 47 – waivers accepted)
- GMAT/GRE score report

Packages should be uploaded electronically via the Electronic Submission Selection Board Documents (ESSBD) link at BUPERS online and also emailed to the Supply Corps Career Counselor at [supplycorpscarerecounselor@navy.mil](mailto:supplycorpscarerecounselor@navy.mil). As submission of a package will initiate screening for 810/811 at the next available board, do not list these course curriculum codes as PG Preferences in Block 94 of your ODC.

NPS and ISC screening is automatic for officers based on applicable year groups. Each officer will receive three “looks” or screening opportunities. The screening board reviews officer OSRs and PSRs, which do not list PG preferences (PG preferences are listed on your ODC). The board selects officers for a PG opportunity based on demonstrated sustained superior performance. OP then slates the selected officers to a program in accordance with needs of the Navy, needs of the Supply Corps, and member preferences (listed on ODC Block 94). Eligibility requirements are as follows:

- APC of 345 or better (ODC Block 47 – waivers accepted)
- PG School Preferences (ODC Block 94)
- Completed one Operational Tour (928/92A/929 AQD)
- Warfare Qualification
- Have not declined an opportunity

Officers desiring selection who do not meet the minimum Academic Profile Code (APC) requirement below should reach out to the Supply Corps Career Counselor to discuss waiver eligibility. Officers declining the opportunity to be screened should notify the Supply Corps Career Counselor via email and request PG Preference code 975 in their record.

### ***Naval Post Graduate School (NPS)***

Located in Monterey, California, the mission of NPS is to provide high-quality, relevant and unique advanced education and research programs that increase the combat effectiveness of the Naval Services, other Armed Forces of the U.S. and our partners, to enhance our national security. Supply Corps officers seeking post graduate education are eligible to participate in several Master of Business Administration (MBA) programs offered through the Graduate School of Defense Management (GSDM). The curricula course numbers for these MBA programs are 815, 819, 837, and 870. The Graduate School of Operational and Informational Sciences (GSOIS) offers a Master of Science (MS) degree program with curriculum course number 361. Across these NPS Master’s programs, Officers complete Joint Professional Military Education (JPME) Phase I on site while enrolled.

#### **NPS General Curriculum Information and Descriptions**

Curriculum title	Number	Length	Convening dates	Min APC	Subspecialty code
Operations Research -Logistics Analysis	361	27m	Winter/ Summer	325	3212P

Acquisition & Contract Mgmt	815	18m	Winter/ Summer	345	1306P
Supply Chain Mgmt	819	18m	Winter/ Summer	345	1302P
Financial Mgmt	837	18m	Winter/ Summer	345	3110P
Information Mgmt	870	18m	Summer	345	1309P

For more information on NPS, [click here](#).

\*Contact the Post Graduate School Detailer if you are interested in NPS (901-874-4627).

### ***Civilian Institutions (CIVINS) Programs***

The NPS managed CIVINS program supports the Navy's subspecialty system by enabling and supporting full-time, fully-funded graduate education in curricula not available at NPS. Each spring the Supply Corps Post Graduate Education Screen is held to select officers for the CIVINS program under two different Supply Corps Supply Acquisition and Distribution Management curricula, 810 and 811. Guidance and eligibility requirements are provided via an annual "Flash from the Chief." Officers in the 810/811 programs are encouraged to complete JPME Phase I via distance learning while enrolled in school. Inquiries should be directed to the [SC Career Counselor](#).

Curriculum title	Number	Length	Convening dates	Min APC	Subspecialty Code
Civilian MBA Program	810	22m	AUG	345	1301P
Petroleum Management	811	22m	AUG	323	1307P

#### **Master of Business Administration (810) - Bloomberg Businessweek Top 30**

Supply Corps officers selected for 810 attend a "Top 30" full-time Master's degree program in Business Administration (MBA) and are awarded the 1301P subspecialty code (Supply Acquisition and Distribution Management) upon graduation. Officers should be aware of the admissions benchmarks (GMAT, GPA, work experience, etc.) at various schools prior to applying for admission. Officers graduating from this program are expected to have an understanding of the operating processes, concepts of the private sector, and the ability to apply these processes and concepts in a military environment. During the summer between their first and second year of postgraduate study, students shall perform an internship to apply the skills learned during their MBA program.

#### **Petroleum Management (811) - University of Kansas**

Supply Corps officers selected for 811 attend the University of Kansas Graduate School of Business full time. Graduates earn a MBA, certificate in petroleum management from the School of Engineering, and a 1307P subspecialty that allows them to fill billets requiring petroleum management expertise in either the Navy or Defense Logistics Agency. [Click here](#) for additional information on 811.

## Intermediate Service Colleges

Lieutenant and Lieutenant Commanders are eligible to attend one of the armed forces intermediate level service colleges. These programs develop mid-grade officers for greater responsibilities through advanced military education. Each program is unique and eligibility criteria vary by school. Completion of each program earns you JPME Phase I credit.

Curriculum title	Number	Length	Convening dates	Location	Subspecialty code/AQD
Air Force Command & Staff College	683	11m	Summer	Montgomery, AL	2000P
Army Command & Staff College	682	12m	Summer	Leavenworth, KS	2000P
Marine Corps Command & Staff College	684	11m	Summer	Quantico, VA	2000P
College of Naval Command and Staff, Navy War College	681	11-13m	Winter/ Summer	Newport, RI	2000P
MAWS	680	14m	Summer	Newport, RI	2000P /JP1

### Air Force Command and Staff College (ACSC)

Located in Montgomery, AL, ACSC, part of Air University, focuses on preparing the world’s best joint strategic leaders through air, space and cyberspace education. Students learn the profession of arms, air power history, international security, the requisites of command, the nature of war and the application of air, space, and cyberspace power at the operational level of war through nine major courses. Graduates earn a Master of Military Operational Art and Science degree. [Click here](#) for more information on ACSC.

### Army Command and General Staff College (CGSC)

Located in Fort Leavenworth, KS, CGSC’s goal is to provide career officers with a larger context of unified action—multi-service, interagency, and multinational operations. Additionally, prominent local colleges have created numerous cohort programs tailored to meet the schedule needs of CGSC students. Master’s programs range from Business Administration, Management, and Human Resources, to Information Management and qualify for Navy Tuition Assistance. [Click here](#) for more information on CGSC.

### Marine Corps Command and Staff College (CSC)

Located in Quantico, VA, CSC, part of Marine Corps University, trains joint, multinational and interagency professionals to overcome diverse 21st Century security challenges. Curriculum consists of Warfighting from the Sea, Cultural and Interagency Operations, and a Leadership course. Graduates earn a Master of Military Studies. [Click here](#) for more information on CSC.

### College of Naval Command and Staff (CNCS)

Located in Newport, RI, students pursue studies in each of the Naval War College’s three core subject areas: Strategy and Policy, Joint Maritime Operations, and National Security Decision Making. Graduates earn a Master of Arts, National Security and Strategic Studies. [Click here](#) for more information on USNWC.

## Maritime Advanced Warfighting School (MAWS)

Located in Newport, RI, MAWS is a resident program completed in conjunction with the College of Naval Command and Staff curriculum. The purpose of the course is to develop strategic and operational leaders with the skills required to plan, execute, and assess combined, joint, and naval operations. Graduates earn a Master of Arts, National Security and Strategic Studies, JP1 AQD, and JPME Phase I credit. [Click here](#) for more information.

## ***Do Not Pick Me / Do Not Screen for PG Opportunities (975)***

If you do not desire being screened for PG opportunities, please ask for number 975 to be entered on your ODC as your PG preference. Officers who submit this preference shall not be considered at any subsequent board, nor can the 945 be changed to a PG preference at any later time.

## SENIOR LEVEL OPPORTUNITIES

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### ***Senior Service Colleges***

Captains, Commanders, and officers selected for Commander are eligible to attend one of the Armed Force's senior service colleges, often referred to as "War College." These programs develop senior officers for greater responsibilities through advanced military education. Each program is unique and eligibility criteria varies by school. Completion of each program earns you JPME Phase II credit.

#### **Air War College (AWC)**

Located in Montgomery, AL, this USAF program, as part of Air University, develops senior leaders to serve as critical and strategic thinkers able to serve as national security senior leaders. Graduates earn a Master of Strategic Studies degree. [Click here](#) for more information.

#### **Army War College (USAWC)**

Located in Carlisle Barracks, PA, USAWC is the Army's ultimate professional development institution that develops strategic leaders by providing a strong foundation of wisdom, grounded in mastery of the profession of arms, and by educating future leaders in the theory and practice of strategy, operations, national security, resource management, and responsible command. Graduates earn a Master of Strategic Studies degree. [Click here](#) for more information.

#### **Marine Corps War College (MCWAR)**

Located in Quantico, VA, the MCWAR prepares selected officers and civilians for decision-making across a range of military operations in joint, interagency, and multinational environments. MCWAR educates selected military and civilian professionals in order to develop critical thinkers, military strategists, joint warfighters and strategic leaders who are prepared to meet the challenges of a complex and dynamic security environment. Graduates earn a Master of Strategic Studies degree. [Click here](#) for more information.

#### **Naval War College, College of Naval Warfare**

Located in Newport, RI, students pursue studies in each of the Naval War College's four core subject areas: national security decision making, strategy and policy, joint military operations, and Leadership in the Profession of Arms. Graduates earn a Master of National Security and Strategic Studies degree. [Click here](#) for more information.

#### **The Eisenhower School**

Located in Washington, DC, The Eisenhower School, part of the National Defense University (NDU), develops select rising senior government, military personnel, and industry executives through a rigorous curriculum designed to

promote the development of students as strategic thinkers and national security policymakers. The academic program includes courses in national security studies, economics, defense strategy and resourcing, acquisition, the global industrial base, and strategic leadership. Graduates earn a Master of Science in National Resource Strategy. [Click here](#) for more information.

### National War College

Located in Washington, DC, The National War College is also part of the National Defense University (NDU). The mission of the National War College is to educate future leaders of the Armed Forces, State Department, and other civilian agencies for high-level policy, command, and staff responsibilities. To do this, NWC conducts a senior-level course of study in national security policy and strategy for selected U.S. and foreign military officers and federal officials. The curriculum emphasizes the joint and interagency perspective and graduates earn a Masters of National Security Strategy. [Click here](#) for more information.

### Joint Advanced Warfighting School (JAWS)

Located in Norfolk, VA, JAWS, part of the Joint Forces Staff College (JFSC), produces graduates who can create campaign-quality concepts, plan for the employment of all elements of national power, accelerate transformation, succeed as joint force operational / strategic planners and be creative, conceptual, adaptive and innovative. JAWS is envisioned to populate the Joint Staff and combatant commands with officers expert in the joint planning processes and capable of critical analysis in the application of all aspects of national power across the full range of military operations. Graduates earn a Master of Science degree in Joint Campaign Planning and Strategy. [Click here](#) for more information.

### ***Executive Development Program (EDP)***

The Supply Corps affords senior officers with an opportunity to participate in comprehensive, senior-level executive development and enrichment experience at some of the nation's top rated government and civilian institutions. Captains (and Captain selects) with less than three years' time in grade (3100 and 3107 designators) are eligible to participate in the Supply Corps EDP. All education and travel costs are funded centrally through NAVSUP. Officers may only participate in EDP once in a career. [NAVSUP Instruction 1520.6C](#) applies.

## **OTHER OPPORTUNITIES & INFORMATION**

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### ***The Olmsted Scholar Program***

Each year, the Olmsted Scholar Program offers educational grants for two years of graduate study in a foreign language and other educational experiences in a foreign country to competitively selected career line and staff officers from the four branches of the U.S. military. The Foundation has the goal of selecting the most highly qualified officers from the Army, Navy, Air Force, and Marine Corps annually, with the number of Scholars selected based on the Foundation's financial ability to support them and the available pool of qualified candidates.

Olmsted Scholar candidate finalists are selected by screening boards within their respective Service with final selection of Scholars, and the designation of their location for overseas study being made at the Spring meeting (usually in March or April) of the Board of Directors of the Foundation. Olmsted Scholars enroll as full-time students and study in the language of their host country while interacting with the residents of the countries in which they are living. They are expected to live on the economies of their host countries, travel widely, and be connected to US embassies/consulates for necessary force protection and administrative purposes only. Olmstead Scholarship application is announced yearly in a [NAVADMIN. OPNAVINST 1520.24D](#) applies.

## ***Joint Professional Military Education (JPME)***

Per Title 10, Joint Professional Military Education (JPME) must be completed in sequence; Phase I followed by Phase II. Accordingly, it is advisable that you begin your joint education as soon as possible. You may enroll through distance learning at the Naval War College as a LT or other junior service colleges as a LCDR.

JPME Phase II is available at National Defense Universities (Joint Forces Staff College, Joint Advanced Warfighting School, The Eisenhower School and National War College) and all of the senior service colleges. These are all "in resident" courses, but be forewarned; because of Title 10 requirements, the NDUs may incur a joint tour obligation upon graduation. If you're interested in attending, contact your detailer.

For more information on JPME opportunities visit [PERS-45J](#) on the My Navy HR website.

## ***Navy Tuition Assistance***

Tuition Assistance (TA) is the Navy's educational financial assistance program. It provides active duty personnel funding for tuition costs for courses taken in an off-duty status at a college, university, or vocational/technical institution, whose regional or national accreditation is recognized by the Department of Education. TA will not fund a degree at the same lateral level.

- [Navy TA](#)
- [List of approved accrediting agencies](#)

## ***NPS Distance Learning Programs***

NPS offers many 24-month, part-time, distance learning degree programs with multiple delivery method offerings. [Click here](#) for information on the **Master of Systems Analysis (MSA) Program**. Students earn a 3210P subspecialty code.

[Click here](#) for information on the **Master of Science in Contract Management (MSCM) Program**. The degree satisfies DAWIA Level I, II, and III functional core contracting course requirements.

[Click here](#) for information on the **Master of Science in Program Management (MSPM) Program**. The degree satisfies DAWIA Level II functional core program management course requirements.

[Click here](#) for information on the Low-Residency Graduate Education Program. Students earn a 2000P subspecialty code.

# DIRECTORY

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NAVSUP OP/PERS 4412	
Director, Supply Corps Personnel (OP)	901-874-4600
Assistant to OP (OPA)	901-874-4609
Director, Detailing Division (P1)	901-874-4607
Assistant to P1 (P1A)	901-874-4608
LCDR Detailer/"Pit Boss"	901-874-4601
LT Operational & PG School Detailer	901-874-4627
LT Shore/Overseas Detailer	901-874-2936
ENS/LDO/CWO Detailer	901-874-4613
GSA Detailer/FTS Management Branch	901-874-4620
Director, Officer Plans, Programs, and Analysis (P3)	901-874-4623
Supply Corps Career Counselor	901-874-4621
Asst Career Counselor/Reserve Mgmt Analyst	901-874-4622
FTS/SELRES Supply Corps Career Counselor	901-874-4624
Accessions Officer/Internship Program	901-874-4273
BUPERS 3	
Supply Corps Officer Community Manager	901-874-3189
Deputy Supply Corps Officer Community Manager	901-874-3133
Director, Enlisted Plans Division	901-874-2823

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# NAVY

## Supply Corps

### Office of Supply Corps Personnel

NAVY PERSONNEL COMMAND (PERS-4412)  
5720 INTEGRITY DRIVE: BLDG 791 RM C107  
MILLINGTON TN 38055-4412

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901-874-4621

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