

HM C-Schools on MNA Frequently Asked Questions

Q: If I have any questions, who can I contact?

A: You can reach out to HM1 Strong @ james.strong25.mil@us.navy.mil; or HMC Kevin Thomas @ kevin.thomas63.mil@us.navy.mil;

Q: Are all C-Schools going to be advertised on MNA?

A: We intend to advertise all C-Schools on MNA. For now, some of our C-Schools have greater pre-requirements, i.e. Dive/NSW Physicals, PSTs, specific educational requirements, etc. will need to be submitted to the C-School Detailer directly. We are working out the process to add all C-Schools in the near future. Stand by for upcoming changes!

Q: I am an HM1 and see there are HM2 School seats available. Can I apply to the HM2 C-School that is advertised?

A: No. Schools seats will be rank based to ensure there is vacancy in the fleet for students once they graduate. If there are no HM1 Seats advertised, it is likely because the NEC is overmanned at E6 already. We recommend looking at another C-School or talking to your detailer for more options or advice!

Q: Can I apply to a mix of MNA Jobs and a C-School during my MNA Cycle?

A: Yes, if you want to apply to a mix of jobs and a C-School as a backup, you are more than welcome to do so. For instance, if you see a few MNA Jobs that you would prefer over a C-School you can put them as higher selections. If by chance you are not selected for the higher selections, your detailer may reach out and let you know you were not selected and make sure you are still good for your C-School application.

Q: Can I apply for a C-School and nothing else?

A: Yes. There is a greater chance you are selected for an advertised C-School if you put it as your #1 choice or if you only apply to the C-School.

Q: Can I apply to multiple C-Schools?

A: Yes. However, you will likely be selected for the C-School that you set as your higher priority. You cannot be selected for more than one. Therefore, we recommend making the decision and only applying for the one you truly desire. If you are impartial to a specific school and would be happy in any of your choices, it is recommended you reach out to the detailer and discuss your options. School seat availability and scheduling may help you make a choice!

Q: Do I have to submit a C-School package before I apply to school on MNA?

A: C-School packages will look much different in the MNA process, each C-School seat will have a billet description on MNA outlining the basic requirements needed to apply to the school, and if necessary, a list of “due outs” you will be required to turn in within 30-45 days of C-School Selection. For example, because Detailer cannot see E4 and below evaluations in MNA, we will need the most recent evaluation to be sent in to ensure candidates are recommended for retention. Other schools may have other requirements.

Q: Do I need to follow the CANTRAC requirements for the C-School when applying via MNA?

A: No. Not for the schools advertised in MNA. Some of the non-advertised C-Schools will still require applicants to follow CANTRAC. MNA will outline what applicants need to have to apply and what to submit once selected.

Q: I see on CANTRAC the school I want to apply to has educational requirements; do I need to have those complete to apply via MNA?

A: Most likely, no. Please follow the MNA guidelines once you apply to the requisition. We have or are in the process of removing the majority of the educational barriers many of the C-Schools have had for over 10 years. Please disregard the CANTRAC requirements for any C-School being advertised on MNA as we work to align CANTRAC with this new process.

Q: Do I need to route a NAVPERS 1306/7 through my chain of command to apply to a C-School?

A: No. 1306s are no longer required for advertised C-Schools. Your request is your MNA Selection.

Q: What happens if I am selected for a C-School and fail to turn in the required paperwork by the due date?

A: If you fail to turn in the minimal requirements without any communication, you put yourself at risk to be detailed Needs of the Navy orders. If for some reason you are not able to meet the timeline, we recommend communicating with your detailer early and often to prevent any adverse outcomes.

Q: Can I pick a duty station with my C-School application?

A: Maybe! Any C-School less than 20 weeks opens the ability of follow-on orders! Call the detailer and have the conversation! If you see a billet with an NEC where the school is less than 20 weeks there is a high likelihood that you can negotiate follow-on orders prior to going! So, take control of your future and negotiate your billet prior to going to school. Schools greater than 20 weeks do not allow this as they are considered a PCS move to attend.

Q: I have a Co-location on file, how will this affect C-School orders?

A: Communicate with your detailer, detailers have 12 months to co-locate you and your spouse. You will be detailed following graduation to a location that can support you and your spouse. Your spouse will not get new orders to follow you to school regardless of the length of the school.

Q: If I am a screened Chief, can I apply to an HMC C-school billet?

A: Yes, and upon graduation you will be assigned to an HMC billet and promoted as soon as you check-in!

Q: If selected for a “C” school, how early can I leave my current command?

A: IAW MPM 1306-104, Detailers have the ability to detach a Sailor +/- 6 Months from PRD, and will be managed on a case-by-case basis.

Q: If I am applying to an SDIP eligible “C” school, can I submit an SDIP request even though I am at my 12 months window?

A: Each request will be handled on a case-by-case basis. It is advised to submit the 1306/7 requesting SDIP-B with the number of months you are requesting as soon as you intend to apply. Ensure to add that you are requesting SDIP for LXXA NEC upon the completion of the “C” school.