Navy Reserve

Selected Reservist Affiliation Guide

Revised: 15 August 2025

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Introduction and Welcome

Congratulations on your approval to affiliate and transition to the Selected Reserve. The transition from Active Duty (AD) or just having a break in service and returning to the Reserve (RC) can be challenging. Many processes are different from what you may be accustomed to serving on Active Duty. The acronyms and systems are different, but with some patience and tenacity, you will get through the affiliation/conversion process easily and begin to work in your rating. Don't let the process overwhelm you and know more will be expected of you as you venture through the process of SELRES affiliation.

Being a SELRES Sailor requires long-term planning to ensure a successful and rewarding career. There are many benefits afforded to the SELRES Sailor such as good pay, travel, health benefits, educational benefits, advancement opportunities, along with a sense of community and comradery just to name a few. This life is a balancing act between your naval service, civilian career, family life, school, and other priorities. This guide was developed by your Enlisted Community Managers (ECMs) in Millington, Tennessee to assist you in making a smooth transition and learning how to maneuver the SELRES world. Some of your ECMs have been SELRES Sailors previously and we understand your plight. When asked what the keys to a successful career in the Navy Reserve are, many former and current SELRES Sailors have stated that effective planning, communication, family involvement, and being dependable are the pillars you should build upon.

The planning portion revolves around planning your annual training and monthly drill weekends around your civilian job and personal life. The communication portion involves good communication with the navy, your civilian employer and, most importantly, your family. Communicate to your civilian employer and family early of what the navy requires of you, when your drill weekends are, and when your annual training will be conducted. Be dependable. Many things will be required to be taken care of during your drill weekends and as you are promoted through the ranks, more will be required of you. It is imperative that your chain of command can depend on you to be at your appointed place of duty in whatever capacity you are serving. NRA/NRAs usually post the drill weekend schedules in August or September for the next FY. Make sure you ask for a copy on your first drill weekend.

Upon affiliation, you will be assigned to an NRC and hopefully, shortly thereafter, assigned to a commissioned unit. Depending on your rate and the operational tempo of your commissioned unit, you may be required to attend drill weekends and complete your annual training requirements with your commissioned unit inside the continental United States (CONUS) or outside of the continental United States. (OCONUS).

At least once per year, your NRC will conduct a "Unit in the Spotlight" Drill Weekend. This will be where all annual medical and administrative requirements will be met. It is imperative that you are present at that drill weekend unless other arrangements have been made with your Chain of Command (CoC).

The Affiliation Process

A Navy Recruiting Reserve Command (NRRC) Benefit Advisor (BA) will be your primary point of contact to assist with your affiliation, coordinate orders, and provide guidance on reporting to your

NRC. If someone doesn't contact you shortly after you are approved for a quota (NLT 30 days prior to your EAOS), contact the NRRC E-Talent Team at nrrc_etalent@us.navy.mil or call (901) 300-0423. They will be able to tell you who your BA is. At your earliest reach out to your BA to establish a solid communication path with your assigned BA and ensure your email and phone number are up to date in NSIPS.

Once you receive notification of your assigned NRC, reach out to the NRC's administrative department to let them know that you have been assigned to them and to get POCs for the NRC's other departments. You can find contact information for your NRC's departments on the My Navy Reserve Homeport website. Once there click on "commands", then click on "Regions". You can navigate to any NRC by knowing what region you are assigned to. If you have questions regarding regions, contact NRRC or your ECM. Your initial BA will also be coordinating with a local recruiter at or near your NRC to help you get access to the base as needed and to introduce you to your NRC. You can also view onboarding information at the following website:
https://www.navyreserve.navy.mil/Onboarding/

Upon check-in to the NRC, you will be scheduled for command indoctrination. (INDOC). During INDOC, you will receive a plethora of valuable information. This information will help you become familiar with how to navigate the Reserve. While you wait for your TA to contact you, there is an NRRC page on the Navy Personnel Command (NPC) web site that will give you information on what you need to do to prepare for transitioning from Active Duty to the Reserve. One item you will be asked to provide is a Reserve Affiliation Screening Checklist (RASC) NAVPERS 1306/97. It can be found on the link below.
https://www.mynavyhr.navy.mil/Career-Management/Transition/CTO-Enlisted/

Different SELRES Sailor Titles/Affiliations

While at your NRC, you will interact with SELRES Sailors who came into the Navy Reserve under different titles and contracts and different required years of obligated service. No matter how the path the SELRES Sailor affiliated with the Navy Reserve, the monthly and annual requirements, pay, and entitlements are the same for all. Some Sailors may come in as an AC2RC Sailor or Prior Service Re-Enlistment Eligibility Reserve (PRISE-R) Sailor. The following paragraphs will briefly describe the differences between the titles.

Active Duty to Selected Reserve (AC2SELRES) Program

AC2SELRES Sailors may elect to or be required to transition into the navy reserve without a break in service. These Sailors may elect to remain in their active-duty rates or apply to convert into another rate. If the requested rate is available to "convert in" to and their present rate is available to "convert out" of Sailors may change rates in the navy reserve with a guaranteed "A" school. An extended SELRES contract may be required to convert into a new rate. Several rates offer enlistment bonuses. Please review the current Fiscal Year Selected Reserve Enlisted Recruiting and Retention Incentives Program for more information on current bonus information
https://private.navyreserve.navy.mil/cnrfc/N-Codes/N1/CNRFC_N11/N112/Pages/Enlisted-Bonuses-Beta.aspx.

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AC2SELRES Navy Reserve Center Onboarding

When you first report to the NRC, advise the staff that you are an ***AC2SELRES* affiliation** or ***AC2SELRES Affiliation via A-School Conversion*** Sailor. This will help them know you are not a Prior Service Conversion (PRISE-R) Sailor. This is important as PRISE-R Sailors have a break in service before they affiliate. The requirements for conversion are very similar, but programs and processes are tracked by different entities. ECMs tracks the training and progression of AC2SELRES Sailors.

Prior Service Re-Enlistment Eligibility- Reserve (PRISE-R) Program

The PRISE-R Program is a reserve accession program that allows navy veterans (NAVET) and other service veterans (OSVET) to enlist and affiliate with the selected reserve (SELRES) into available ratings as set forth by Naval Education and Training Command (NETC) FY recruiting goals, policies, training guidance, and revisions (as applicable). The PRISE-R Program includes both direct rating conversions and those ratings that require "A" school. Bureau of Naval Personnel (BUPERS) Reserve Enlisted Community Management Branch (BUPERS-3152) administers PRISE-R availability based on community and rating health and coordinates PRISE-R "A" school training with NETC Supply Chain Operations Department (N3). PRISE-R Sailors who enter the navy reserve who do not require an "A" school must obligate for three years or up to their high year tenure (HYT) date. PRISE-R Sailors who enter the navy reserve who will require an "A" school must obligate from between four and six years. Your NRC CCC/Training Department is responsible for "A" school scheduling. Prior to attending "A" school, contact your CCC or "A" school for current uniform requirements. For more information on the PRISE-R Program, consult MILPERSMAN 1133-061 (Oct 2024).

PRISE-R Navy Reserve Center Onboarding

When you first report to the NRC, advise the staff you are a **PRISE-R Affiliation** or ***PRISE-R Affiliation via A-School Conversion*** Sailor. This will help them know you are not an AC2SELRES Sailor. This is important as PRISE-R Sailors have a break in service before they affiliate. The requirements for conversion are very similar, but programs and processes are tracked by different entities. Your NRC CCC tracks the training and progression of PRISE-R Sailors.

SELRES Pay Information

Pay and entitlements for SELRES Sailors are different than that of active duty. Pay is based on a drill period or the type of orders that you are on at the time of service. (Different types of drills and orders are explained later in this affiliation guide.) Generally, if you are on drills, you are paid per drill period which usually consists of a four-hour period. Drill weekends are calculated at four drill periods. You may accrue two drills per day on some drills where you are limited to one drill per day for others. Note: Two drill periods *normally* means that you are contributing eight consecutive hours towards naval service, however, two drill periods are not limited to four hours. Consult the Defense Finance Accounting System (DFAS) website to get more information on drill pay by paygrade and length of service.

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Bonus Information

Bonus messages for the upcoming FY are usually distributed in August. If you are entitled to a bonus under the provisions of your enlistment contract, bring this to the attention of your CCC. The NRC and BA should have access to your contract, but it's a good idea for you to bring your enlistment contract on your first drill weekend. Take your enlistment contract with your bonus information to the NRC CCC. Sailors that require an A-school will not get processed for a bonus until you have fulfilled "A" school requirements. Direct convert rate Sailors can request a bonus once you have completed your first drill period. Your CCC can assist you in tracking the required schools and submitting your bonus documentation once you have completed the requirements. If you have met the requirements for your bonus and are experiencing difficulties in obtaining your bonus, contact your ECM or find information at CNRFC N1 bonus page https://private.navyreserve.navy.mil/cnrfc/N-Codes/N1/CNRFC_N11/N112/Pages/Enlisted-Bonuses-Beta.aspx.

Required Systems

At INDOC, you will receive a variety of forms and briefs. Here are the ones you need to focus on as part of your affiliation process. If INDOC is not held on your first drill weekend (DWE), begin working on getting these accesses. Your DTS and GTCC profiles must be created for you as a SELRES. **Your active-duty profiles will not work for you as a SELRES**. At your EAOS, your Outlook address will be deleted. At a minimum, you must get access to the following tools and systems. All these systems are required to get orders and attend school(s) as applicable. Here are the systems you must have access to and profiles you should establish:

- **NROWS – Navy Reserve Orders Writing System.** This program is used to generate orders for schools and training.

- **DTS – Defense Travel System**. You will need to create a SELRES Profile as your Active profile will be archived and not available for use as a SELRES.

- **GTCC – Government Travel Credit Card**. You will need to create a SELRES profile for this as well. If you have your active duty GTCC, Citibank can request control by your assigned unit or NRA, but you will need to update your info with Citibank.

- **Flank speed Email**. Normally, your active-duty email will be deactivated at your EAOS so you will need to request a new email address. It is required for orders and is needed to communicate official Navy business. Once established, you must log into your Navy email once every 30 days or it will be deactivated.

- **Common Access Card (CAC) Reader** – CAC Reader to access systems from home. Your NRC should have these in stock and be able to issue one to you.

- **MyNavy Assignment -** https://mynavyassignment.navy.mil/ - This is where you apply for orders and will request your first unit. If you are not assigned a unit upon affiliation, you will

have 90 days to request access and apply for a drilling unit. You must build your profile and act as if you are "In Assignment Processing" (IAP) to get to your first command.

Government Travel Credit Card (GTCC) Use

It is imperative that you use your GTCC in accordance with all applicable directives and instructions. You are authorized to use your GTCC ONLY when on authorized travel. While on travel, you are required to use your GTCC for purchasing airfare, hotels, rental vehicles, and rental vehicle fuel. You must obtain receipts for all purchases of the afore-mentioned authorized expenses for travel claim liquidation upon termination of your orders.

Unauthorized purchases on your GCTC may result in a range of disciplinary actions from formal counseling to Nonjudicial Punishment (NJP)/separation. Failure to properly manage your GTCC purchases while on authorized travel may result in you owing money to the GTCC upon filing a voucher for your travel claim, the charging of late fees, and suspension of your GTCC, and adverse credit reporting. Adverse credit reporting may result in the termination of your security clearance. Find out what your per diem and entitlements are at your Temporary Additional Duty (TAD) locations before you leave and make a budget. If you are unsure if a purchase is allowable, ask your leadership or consult the Joint Travel Regulations at the following link: https://www.travel.dod.mil/Policy-Regulations/Joint-Travel-Regulations/

Types of Orders Available to Reservists

To participate with your unit, attend drill weekend, attend school, or complete your annual training requirement, you **MUST** be on some type of drills or orders. Approved orders ensure everyone is on the same page for mustering, travel authorization and pay. Reservists are prohibited from serving in any capacity if they are not on valid drills or orders. This protects the Sailor and the navy in the event of an injury or illness occurring while serving in the capacity of a SELRES Sailor. In essence, if you are not on drills or orders, you are not medically covered should an injury or illness occur.

The type of orders you are approved for may be determined by what actions you are performing and/or what part of the fiscal year you are participating in. The different types of orders are funded by different DoD budgets. If you are performing anything other than regularly scheduled IDT, it is imperative you check with your NRC or commissioned unit to confirm your orders have been processed and approved prior to departing to execute the drills or orders. Here are a few types of drills and orders you may be placed on while serving:

ADOS Active Duty for Operational Support. The ADOS program supports navy mission requirements for which no permanent duty billet exists and where active duty personnel with the required skills are not reasonably available. ADOS orders are issued for a duration of 30 days or more in length and do not exceed 365 days (including the period required for processing onto Active Duty and release from Active Duty). Orders do not normally cross fiscal year boundaries.

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AFTP Additional training periods are only authorized for pilots and enlisted aircrew to complete flight-related training/requirements. AFTP drills are limited to one drill per day, at least four hours in duration. The limit is 72 per fiscal year.

AT Annual Training. This is the annual requirement that consists of at least 12 days of Active Duty. Sailors considered to be on active duty during AT periods.

ATP Additional Training Period. These types of drills were created to allow Sailors to complete required training and pre/post mobilization requirements. These types of drills are limited to 2 drills per day for at least four hours each. The limit is 36 per fiscal year.

E-AT Exceptional Annual Training. When available, this allows SELRES to complete up to 29 days of additional AT inclusive of travel. E-AT is usually available through the third quarter of the FY, or until funds for this program are depleted.

IDT Inactive Duty Training. These are the drills that you will be on during your drill weekend. Although you will not generally see hard copies of these drills, it is understood that you are medically covered and are being paid during your drill weekend. These types of drills are limited to two per day and shall be at least four hours in duration each. The limit is 48 per fiscal year. Ask your administrative department for a copy of the current FY Drill Weekend Schedule on your first drill weekend.

IDT-R This is a *program* rather than a type of drill or orders. This is a travel stipend that is paid to a Sailor who is locally assigned to a command and lives more than 150 miles from their drilling location. This stipend is limited to 12 payments per year and shall not exceed $750 per payment. Sailors must apply for this program as well as meeting additional requirements. Contact your reserve pay department for additional information.

IDTT Inactive Duty Training Travel. These types of drills are like IDT drills but add funding for travel expenses and per diem if travel is required for a school or if you are drilling at an alternate location than you normally drill. IDTT is limited to two drills per day. The limit is 48 per year in conjunction with IDT.

MOB Mobilization. SELRES Sailors may be placed on these orders to support the navy as an augment to active duty or the Training and Administration of the Reserve (TAR) community. These orders are generally written for 365 days and do not cross over fiscal years.

NON-Paid SELRES may elect to participate with their unit at times when there may not be funding available. Although the member does not receive pay for the drill(s) performed, they gain points toward retirement.

RMP Readiness Management Period. A scheduled training period used by the Navy to support unit operations, maintenance, and training preparation. RMPs are limited to one drill period per day (at least 4 hours in duration) and are limited to 30 per fiscal year.

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Security Clearances

If you have a current security clearance, then no actions are required. If you do not have a security clearance, then you need to get that process started by completing a SF-86 for a T3 investigation. Most navy ratings require security clearance eligibility, even if your billet is not coded for it. If you are in an Information Warfare rating, you will be required to submit a T-5 Investigation. Do not rely on the NRC to take action to start this investigation. Many NRCs do not understand how important security clearances are for Sailors in IW rates. You should have the following process completed within 90 days of affiliation:

Contact your unit/NRC's designated security manager and get them to start an investigation in the Defense Information System for Security (DISS) website. You will get an email notification that the case has been opened. Once you get the requirement from DISS you have a limited time to complete form and get the information submitted.

As part of this process, depending on the security clearance required for your billet/rate, you may be fingerprinted during the Special Security Office (SSO) Navy Personnel Screening Interview.

Once your NRC has processed the request in DISS, it goes to your Naval Reserve Readiness Command (NAVRESREDCOM) for review. After they review and validate, the information is submitted for adjudication to (DISS). That is when your background investigation started.

To submit the request, you will have to have a command letter, your completed SF-86, and SSO Navy Personnel Screening Interview. The interim clearance process can take roughly 6 weeks, sometimes longer based on information contained in your SF-86. If there are no concerns identified in your DISS package, your CoC will be notified when the interim clearance is approved. This will be your indication you need to reach out to your ECM to request school(s). This application is extensive. Begin gathering all the addresses you lived at and references for the past ten years to get ahead of the game.

If anyone tells you that you do not need to have a security clearance, please refer them to your ECM or you can contact your ECM to help get the problem sorted out. They can also review COMNAVRESFORINST 5510.9A CH-1 Section 4 Personnel Security Investigations. **You** need to manage this process and make sure you get this submitted right away if your rate or required school requires a security clearance. Delays in submission will not provide you with any extensions to the transition process.

Navy Reserve Order Writing System (NROWS)

Upon receipt of the requirements, you then need to forward the email with your unit-NROWS Approver. You will not see the NROWS requirement until your first level approved has approved them. In some cases, it will be your cross-assigned unit that controls the approvals. Find out early who your designated approvers are to avoid losing valuable time. If you are in a Reserve Support Unit (RSU) at the NRC, the NRC staff will handle your NROWS and DTS as they have administrative control over the RSU.

Once the unit level has completed the approval of the requirement, it goes into your NROWS requirement queue for processing. If you have not processed orders in NROWS yet, get seek out leadership guidance from your unit; for example, your unit LPO, training department, designated NROWS Approvers etc. They can show you how to submit your orders. Do not change the dates from the ones provided except for adding the approved travel day(s) if approved.

All members normally stay in base berthing/lodging while TAD to schools and when on AT but refer to guidance provided by your schoolhouse's policy on how to secure berthing. Do not request a rental car unless given a certificate of non-availability (CNA) for lodging. This is only authorized when base lodging is not available. You MUST have a CNA when completing your travel vooucher. Ensure you secure the CNA prior to travel as most Navy Gateway Inns and Suites (NGIS) offices will **NOT** give you a CNA after the fact. If you do not have a CNA to upload with your travel claim, you will be responsible for the difference in cost of government quarters compared to commercial quarters. If directed to stay out in town, make sure to update the NROWS application with the CNA information. After that, you can request a rental car but must also justify requirement. If approved for berthing on base, rental cars are not authorized. *NOTE - Do not wait to secure berthing, do that upon getting school dates*.

Once you have submitted orders, you will need to let your designated NRC or unit NROWS approver know so they can approve your application. Once that happens, they go through numerous other approvals; NRC Medical, Security, Orders, Commander, Naval Reserve Forces Command (CNRFC) N7, Funding, and others. You should be monitoring the progress of your orders to make sure your orders are moving from place to place, and you can see that in NROWS. This process can take a few weeks, be patient. If orders are returned to you for any reason, you should get an email but check NROWS often just in case. Please go into NROWS and correct whatever is wrong then push them forward again. Once you do, they will go back to all the approvers again. Contact your unit/NRC NROWS Approver to get them to approve your modified requirement. Do not wait until the last minute to request orders. Many NRCs have a 30-day lead time requirement for NROWS orders. You should check with your unit/NRC to find out what their specific business rules are.

Once everyone approves your orders, you will get an email from NROWS stating your orders are official. You can then go into NROWS to print them and save a soft copy. That same email will also advise you that you can go into DTS to make travel arrangements for non-PCS ADT-School orders. If you have issues with your requirement and your NRC can't help, you can contact the CNRFC N7 Hotline at (948) 223-6358. (They build your requirements for your orders). If you cannot find where your orders are stalled, contact the NROWS Helps Desk at (800)-537-4617 or (504)-678-7070 they can provide you information on who has actions required for your orders.

Defense Travel System (DTS)

Once you receive confirmation that your orders are approved, travel arrangements are made in DTS. DTS is where you book flights and set up lodging and other travel-related expenses. If you have a CNA approved and it's documented in NROWs, you will be able to secure commercial lodging and a rental car (if approved). Once DTS is completed and pushed forward, it will go to various approvers. You will be emailed a draft itinerary for your trip; generally, within 30 minutes of submission. Print and keep a soft copy of all itineraries. The final authority to travel will normally be approved 72

business hours before your first travel day. If it's not been approved at that point, contact the NRC to make sure they are tracking it is in their travel queue. **DO NOT** go to the airport until you have confirmed that your ticket has been funded. The first email that you will get from DTS is your itinerary. This is not a receipt or indicator that your DTS authorization has been approved or funded.

Once approved, print and save a soft copy of your final approval travel itinerary and orders and carry them on your person. This final document will also be needed for travel claims. *NOTE - Authority to use personally owned vehicles (POVs) are governed by the Joint Travel Regulations Guide (JTR) and will only be approved if it is cost beneficial to the government. Talk to your NRA's designated DTS reviewer or approver before trying to use POV for travel. Time, distance and cost are all factors that determine if you can use a POV. NOTE: PSC orders do not use DTS for travel, which will be coordinated based on what you entered in NROWS for travel dates and times. The NRA will handle those actions.*

Orders and Modifications

Any changes to the class schedule must be requested no less than 30 days prior to class convening date. Last-minute changes may not be approved as seats cannot be re-allocated and create a financial issue for the government. If any of the actions are not going as described or if you are directed otherwise, please contact the ECM for further guidance and to help clarify the next steps. The timelines provided help gauge when actions should be taken and may identify potential issues that could be addressed now.

Anything that is not going as per the timelines noted needs to be brought to the attention of your CoC. **DO NOT** wait until days before school starts to act as noted above. Failure to follow the guidance provided is shared with CoC and could affect final conversion approval. Changes to school graduation dates will impact orders and you will be required to submit a modification in NROWS and DTS as applicable.

Orders that cross the fiscal years (orders beginning in September and ending in October) will be unique and will require extra attention. Guidance will be provided by CNRFC N7, your NRC and/or unit who can assist with those submissions. If issues come up while attending school that cannot be handled by your instructors, contact your NRC, unit, or ECM. We cannot help you if we don't know there is a problem.

Special Actions

If issues arise while attending school, including the convening of disciplinary proceedings or academic review boards, you are to notify your unit's CoC immediately. CNRFC will be notified of the need to modify your orders. If you experience an academic drop or are held back from progressing through the course as outlined in your orders, you MUST notify your unit and NRC immediately to have your orders modified.

Post Graduation Requirements

Once you have successfully graduated and returned to your home of record. You will need to provide your unit/NRC Career Counselor with a copy of your graduation certificate. They will update

your NSIPS record to reflect completion of training and remove your training (TRP) Manpower Availability Code (MAS) code to reflect that you are no longer in a training status. For some rates, a TRP MAS Code will render you ineligible to participate in taking the Navy Wide Advancement Exam for the next paygrade until removed. If applicable, they can then submit you for any bonus you are eligible and approved for based on your affiliation contract. Monitor your NSIPS account to make sure any NEC earned is annotated into your records.

Other Schools– Non-Affiliation Related

If you or your billet requires you to attend any other advanced schools, you need to work with your unit's training department for scheduling. They will validate the requirements and work with the training sites and CNRFC N7 to get orders created. The exceptions to this process are schools that are required by the command/NRC. Those requests go from the unit training department to the NRC, and they will schedule those schools (i.e. CFL, CCC, DAPA, Legal etc.)

Helpful Links

- **MyNRH – Navy Reserve Homeport** – Access to Navy Reserve sites https://www.mynrh.navy.mil/#/
- **Navy Reserve Orders Writing System (NROWS)** – Where you build your orders for schools etc. https://nrows.dc3n.navy.mil/nrows/secure/login.jsp
- **Defense Travel System (DTS)** – Where you build your non-PCS travel http://www.defensetravel.dod.mil
- **CNIFR – Security** – Guidance and information on security related issues and actions such as asking for in Interim TS/SCI for In-Training Status requests https://private.navyreserve.navy.mil/cnifr/Security_Office/SSO_ACTIONS/Pages/default.aspx
- **NAVIFORES Enlisted Accession & Affiliations Resources** – Points of contact for new affiliations https://private.navyreserve.navy.mil/cnifr/Manpower_Personnel/N14/Pages/default.aspx
- **MyNavy HR** – Navy Policies, Career Paths, Community Management etc. https://www.mynavyhr.navy.mil/
- **MyNavy Assignment** – Search available jobs, view job details, and submit applications. https://mynavyassignment.navy.mil/
- **Joint Travel Regulations** – Questions about travel restrictions and entitlements. https://www.defensetravel.dod.mil/Docs/perdiem/JTR.pdf

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The Role of the Enlisted Community Manager

The Reserve Enlisted Community Management (ECM) Division, BUPERS-3152, is responsible for more than 70 Selected Reserve (SELRES) and 21 Training and Administration of the Reserve (TAR) ratings. The ECMs work in support of CNO, N1, and Navy Enterprises to provide accession plans, promotion plans, retention plans, force shaping plans, AC2RC, AC2TAR, RC2ACTIVE, RC2TAR, incentive plans, force modeling and forecasting, community health assessments, strategic-level options, and other analyses that are timely, data-driven, and accurate. ECMs do not assign Sailors to NRCs, commands or billets.

Understanding your Rate's Health

If you are interested in conversion to a different rate when you transition to a SELRES Sailor, knowing the current "health" of that rate is very important. Many things should go into your decision. Here are a few things to consider:

1. What is the current health of the rate you are considering? In other words, is this rate overmanned? Will there be room for advancement for you in the future?

2. Do you meet the requirements for that rating?

3. Does the rate you are considering exist in the SELRES Community? (Several rates do not)

4. Is your current rate allowing "Convert Out" opportunities?

5. Is the rate you are considering accepting "Convert In" Sailors?

6. Does the rate you are considering require an "A" or "C" School?

7. Does the rate you are considering have a training pipeline for a SELRES?

8. If the rate you are considering does require an "A" or "C" School, can you commit to going to those schools when you return to civilian live? It is imperative that you measure your expectations vs the reality of civilian life prior to making this commitment.

How to Read a Community Rating Health Slide (Quad Chart)

Understanding how to read Community Rating Health Slides (Quad Chart) will assist you in making important career decisions when choosing to convert ratings. The chart is commonly referred to as a "Quad Chart" due to it being broken down into four sections. The key is on the following page.

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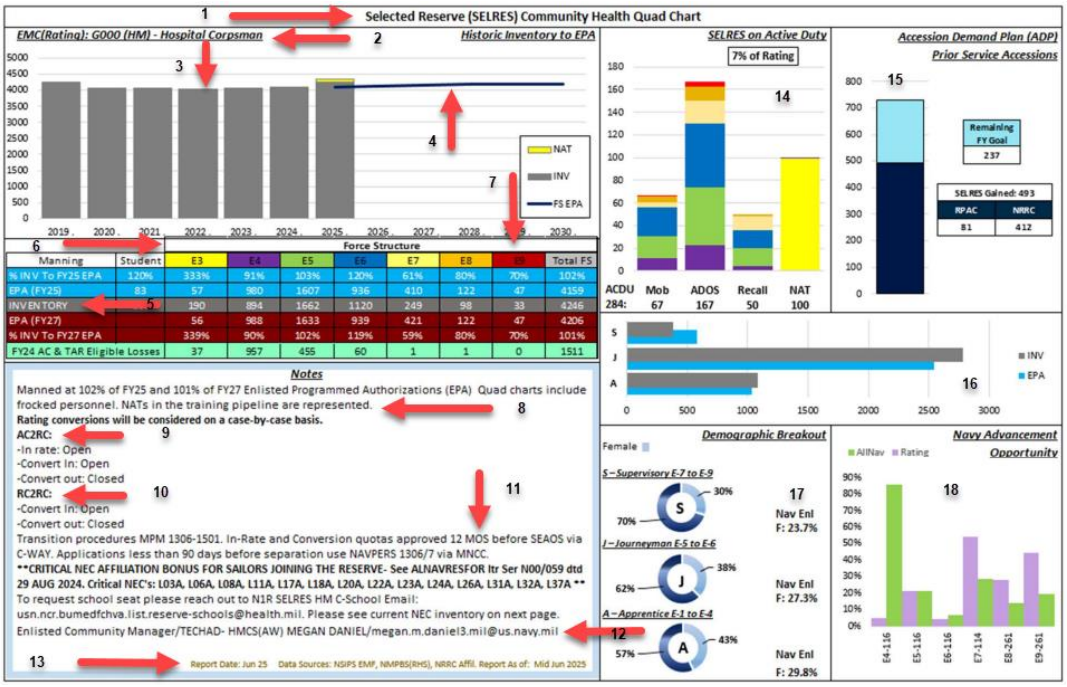
SELRES Community Rating Health Slide (Quad Chart) for the Hospital Corpsman (HM) Rating
July 2025



Community Health Slides (Quad Chart) Key

1. Ensure you are viewing the correct Quad Chart. There are rating quad charts for each rate for Active Duty, TAR, and SELRES Categories. The Active Duty and TAR quad charts are listed under the Active-Duty Quad Charts page at Mynavyhr.navy.mil/Career Management/Community Management/Enlisted and choose your community.
   The SELRES Quad Charts can be located at Mynavyhr.navy.mil/Career Management/Community Management/Enlisted Click on "Selected Reservists" Scroll halfway down the page and click on "SELRES Overviews" on the left. Once on the next page, scroll all the way down until you see the rate you are interested in.

2. Specific Rating.

3. This is the historic Enlisted Program Authorization (EPA) or authorized manning.

4. Indicates the proposed EPA for the future.

5. Current month's inventory vs EPA and proposed EPA for the next two FYs.

6. The current month's inventory vs EPA by paygrade and proposed EPA for the next two FYs by paygrade.

7. The current rate total inventory vs EPA and total rate projected EPA for the next two years.

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8. Summary of chart information.

9. Active Duty to SELRES (AC2SELRES) "levers" for your rate.
   "In rating Open" = Your rate is open on the SELRES side. (You may keep your rate.)
   "In Rating Closed" = Your rate is closed on the SELRES side. (Choose another rate.)
   Pay particular attention to any information your ECM displays here.
   "Convert In Open" = Other rates may convert into this rate.
   "Convert Out Closed" = You may not convert out of your rate due to low manning.

10. Reserve Component to Reserve Component (RC2RC) "levers" for your rate.
    This is where current SELRES Sailors check for conversion opportunities. The lever verbiage is consistent with AC2SELRES definitions.

11. ECM notes section. Your ECM is relaying specific information on governing instructions or bonus information.

12. This is your ECM and their email address. Always feel free to email your ECM if you have questions.

13. This is the current revision of the Quad Slide. If you obtain the Quad Slide from My Navy HR, it should be dated sometime during the previous month. Slides are generated at the end of each month and are published during the first week of the month.

14. This is a breakdown of all SELRES, in this rate, on orders or in the New Accession Training (NAT) program.

15. This section provides the Accession Demand Plan (ADP) projections for Sailors coming into this rate as a SELRES for the rest of the FY. This also advises of recruitment goals and shortfalls for this FY.

16. This section provides information on the status of inventory vs EPA for Apprentices, Journeymen, and Supervisors compared to Sailors this rate on Active Duty.

17. This section provides information on the status of inventory vs EPA for Apprentices, Journeymen, and Supervisors (by gender) compared to Sailors this rate on Active Duty.

18. This section breaks down the advancement opportunity in this rate by paygrade compared to the overall advancement opportunity by paygrade.

SELRES Affiliation Guide

Current SELRES Enlisted Community Managers (JUL 25)

Mr. Nick Ferguson
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CUCS (SCW/EX) Rickey Bonds
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AWFCS (NAC/AW) John "J-Rey" Reynolds
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SELRES Affiliation Guide

Commonly Used Reservist Acronyms

AA	Authorized Absence
AC	Active Component or Active Duty
ADMIN U	Administrative Unsatisfactory Participation
ADSEP	Administrative Separation
ADT	Active Duty for Training
AT	Annual Training
ATP	Additional Training Period
BUPERS	Bureau of Personnel
CAC	Comon Access Card (I.D. Card)
CAI	Cross Assigned In
CAO	Cross Assigned Out
CCC	Command Career Counselor
CDB	Career Development Board
CDT	Command Development Team
CEI	Civilian Employment Information
CNAFR	Commander, Naval Air Forces Reserve
CNFRC	Commander, Naval Forces Reserve Command
CTO	Career Transition Office
CY	Calendar Year (01 JAN – 31 DEC)
DISS	Defense Information System for Security
Drill	A period service to the Navy of time (usually 4 hours in duration)
DTS	Defense Travel System

SELRES Affiliation Guide

ECM	Enlisted Community Manager
EOS	Expiration of Obligated Service
FY	Fiscal Year (01 OCT – 30 SEPT)
GTCC	Government Travel Credit Card
HYT	High Year Tenure
IAP	In Assignment Processing
ID	Inactive Duty
IDT	Inactive Duty Training
IDTT	Inactive Duty Training Travel
IRR	Individual Ready Reserve
INDOC	Command Indoctrination
IMS	Individual Mobilization Status
JTR	Joint Travel Regulations
LOD	Line of Duty
MAS	Manpower Availability Stats
MPM	Military Personnel Manual
MOB	Mobilization
MNCC	My Navy Career Activity
MRR	Medical Retention Review
NAT	New Accession Training
NEC	Navy Enlisted Classification
NPC	Naval Personnel Command
NOSC	Navy Operational Support Activity (Now NRA)

SELRES Affiliation Guide

NRA	Navy Reserve Activity
NRA	Navy Reserve Activity (formally NOSC)
NROWS	Navy Reserve Order Writing System
NRRM	Navy Reserve Readiness Module
NSIPS	Navy Standard Integrated Personnel System
OMPF	Official Military Personnel File
OSU	Operational Support Unit (Now known as Readiness Support Unit (RSU)
OSVET	Other Service Veteran
PEBD	Pay Entry Base Date
PRD	Projected Rotation Date
PRISE-R	Prior Service Reenlistment Eligibility-Reserve
RPAC	Reserve Processing and Affiliation Activity
RASC	Reserve Affiliation Screening Checklist
RC	Reserve Component
RCC	Reserve Component Command (Now known as Navy Reserve Region Readiness and Mobilization Command (REDCOM)
RMP	Readiness Management Period
RSU	Readiness Support Unit
RPN	Reserve Personnel Navy
RS	Rescheduled Drill
RUAD	Reserve Unit Assignment Document
RUIC	Reserve Unit Identification Code
SEL	Senior Enlisted Leader
SELRES	Selected Reservist

SELRES Affiliation Guide

TA	Transition Assistant
TAR	Training and Administration of Reservists
TMDQ	Temporarily Not Dentally Qualified
TMPQ	Temporarily Not Physically Qualified
TRUIC	Training Unit Identification Code
UA	Unauthorized Absence
UCC	Unit Career Counselor
UIC	Unit Identification Code
UMUIC	Unit Mobilization Unit Identification Code
QUADs	Quad Charts are also known as Community Health Slides.
VTU	Voluntary Training Unit