

## INTER-SERVICE TRANSFER APPLICATION GUIDE

The Screening Panel selects a very limited number of officers from the Army, Air Force, Marine Corps, Coast Guard, Public Health Service, and the National Oceanic and Atmospheric Administration for re-designation as 1180 and follow-on SEAL training. Interested applicants must be aware of requirements associated with inter-service transfers, as outlined in **MILPERSMAN 1300-082**.

Candidates must be released from their losing service 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.

Applicants should work with the SEAL OCM to ensure their packages are complete and properly submitted.

### **Eligibility requirements:**

- Less than 3 Years of Commissioned Service
- 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 inter-service 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](mailto: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:**

SECNAVINST 1000.7G (Inter-service Transfer of Commissioned Officers)  
MILPERSMAN 1300-082 (Inter-service Transfer of an Officer into the Navy)  
OPNAVINST 1420.1B Chapter 4 (Officer Commissioning Programs Administrative Manual)  
MANMED P-117 Article 15-105 (Medical Requirements)  
MILPERSMAN 1210-220 (NSW Officer)  
MILPERSMAN 1220-410 (SEAL PST Requirements)

### **Service Directives:**

**ARMY** (Army Regulation 614–120)  
**AIR FORCE** (Air Force Instruction 36-3207)  
**MARINE CORPS** (SECNAVINST 1000.7G)

### **NSW Officer Package Contents:**

1. **NAVPERS Form 1210/9** - Office Data Card (ODC)
2. **Personal Statement**
3. **NSW Application Letter for Inter-Service Transfer**
4. **Commanding Officer's Endorsement**
5. **DD FORM 368** (Inter-Service Transfer Letter)
6. **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.
7. **Resume or Curriculum Vitae**
8. **No more than two (2) Letters of Reference (LOR)**

9. **Official College Transcripts**

Do not mail transcripts to the OCM office. PDF copies are acceptable

10. **Master Personnel Record**

11. **All FITREP/EVALUATIONS**

12. **Original Commission Documentation**

13. **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](mailto: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**