

MILPERSMAN 1133-061

PRIOR SERVICE RE-ENLISTMENT ELIGIBILITY - RESERVE (PRISE-R) PROGRAM

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References	(a) COMNAVCRUITCOMINST 1130.8N (b) SECNAVINST 1770.5 (c) RESPERS M-1001.5, Navy Reserve Military Personnel Manual (d) BUPERSINST 1430.16G
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1. **Purpose.** This article, along with references (a) through (d), provides policy and guidance for the management of the Prior Service Re-enlistment Eligibility - Reserve (PRISE-R) Program.

2. **Background**

a. 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) fiscal year (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, "C" school, or both. Bureau of Naval Personnel (BUPERS) Reserve Enlisted Community Management Branch (BUPERS-352) administers PRISE-R availability based on community and rating health and coordinates PRISE-R "A" and "C" school training with NETC Supply Chain Operations Department (N3).

b. Individuals will affiliate with the Navy Reserve via Navy Recruiting Command (NAVCRUITCOM), in coordination with BUPERS-352, and counted against Reserve Component end-strength.

This program is funded under the Reserve Personnel, Navy appropriations.

3. **Definitions**

a. NAVET. Per reference (a), NAVETs are applicants whose last tour of active or Reserve duty was in the U.S. Navy or Navy Reserve have been discharged or released for more than 24 hours, and who completed a minimum of 12 consecutive weeks of active duty or active duty for training (ADT).

b. OSVET. Per reference (a), OSVETs are prior service veterans whose last tour of active or reserve duty was in a military branch of Service other than the U.S. Navy or Navy Reserve, and who completed a minimum of 12 weeks of active duty or ADT.

c. Entry Rating. For the purpose of this instruction, the entry rating is defined as the rating and rate the NAVET previously held at discharge, as reflected in Navy personnel systems. OSVETs do not have an entry rating so they will enter as non-rated seamen (SN), regardless of military occupational specialty.

d. Temporary Rating. For the purpose of this article, the temporary rating is defined as the rating to which the NAVET or OSVET is requesting to convert upon accession.

e. Permanent Rating. For the purpose of this article, the temporary rating becomes the permanent rating when the NAVET or OSVET successfully completes all requirements for conversion.

4. **Program Requirements**. Applicants must meet basic enlistment eligibility, rating-specific requirements, and program requirements listed in reference (a), which include the following:

a. Must be in pay grades E3 through E6 and within the following time in service (TIS) criteria as calculated from their adjusted pay entry base date (PEBD) upon enlistment:

Pay Grade	TIS from PEBD
E3	Fewer than 8 years
E4	Fewer than 14 years
E5 & E6	Fewer than 16 years

Note 1: Waivers for E1-E2 Service members and TIS can be approved on a case-by-case basis as determined by NAVCRUITCOM via the National Prior Service Enlisted Reserve Program Manager (PSER PM).

Note 2: Direct convert applicants who have greater than 30 months of TIS will be brought in with the pay grade of E4. Applicants who require schooling to make the rate official and have greater than 30 months TIS will advance to the E4 pay grade upon completion of conversion requirements.

b. Have no previous non-judicial punishment or convictions in civilian or military courts within the previous 24 months. Waivers can be approved on a case-by-case basis based upon the needs of the Navy, as determined by BUPERS-352 and coordinated with NAVCRUITCOM via the PSER PM.

c. NAVETs and OSVETs may apply for any temporary rating with an available PRISE-R affiliation quota as determined by BUPERS-352 and coordinated with NAVCRUITCOM via the PSER PM.

d. NAVETs or OSVETs who previously enlisted under PRISE-R and failed to make their temporary rating their permanent rating will only be considered on a case-by-case basis based upon the needs of the Navy, as determined by BUPERS-352.

e. NAVETs who did not serve a minimum of 24 months in their permanent rating will only be considered on a case-by-case basis based upon the needs of the Navy, as determined by BUPERS-352.

5. **Program Obligation.** Service members affiliating in-rate and those who are direct-converting to a different rate that does not require an "A" school, "C" school, or both must obligate in the SELRES (drill pay status) for a minimum of 3 years (or up to their high year tenure, if less) from the date of enlistment or affiliation, unless waived by BUPERS-352, based upon the needs of the Navy. Service members affiliating in a different rating that requires an "A" school, "C" school, or both must obligate in the SELRES for a minimum of 4 years. Conversion to another rating will only be considered after a PRISE-R Service member has served a minimum of 24 months in his or her permanent rating, but will be considered on a case-by-case basis based upon the needs of the Navy.

6. **Training Requirements.** PRISE-R Program requirements will be outlined on a [NAVPERS 1070/613](#) Administrative Remarks per enlistment contract annexes provided by NAVCRUITCOM. These remarks will be signed as "permanent" entries and submitted to the Service member's servicing transaction service center (TSC) or personnel office for entry into the Navy Standard Integrated Personnel System (NSIPS) electronic service record (ESR). The servicing TSC or personnel office will electronically submit (E-Submission) the document into the Service member's official military personnel file (OMPF). The authority block on the [NAVPERS 1070/613](#) must list the instruction that directs the entry **and** that the entry is filed in the Service member's permanent record.

a. Service School Requirements

(1) For ratings that require Service school training, PRISE-R accessions will receive ADT orders for either "A" school, "C" school, or both per contract annexes.

(2) Service members guaranteed an "A" school, "C" school, or both must report to the required school within 18 months from the date of affiliation. Coordination is required by the Service member, Navy Reserve activity (NRA), and Navy Reserve Forces Command (NAVRESFORCOM) Training Department (N7) to ensure sufficient "A" school, "C" school, or both seats are available to meet the demand and to ensure the Service member is actively pursuing PRISE-R Program requirements.

(3) For any changes to course convene dates within 18 months:

(a) In cases where the Service member is unable to attend the scheduled convene date, he or she must initiate a convene date change request per NAVRESFORCOM guidance.

(b) Changes to course convene dates may be requested by the Service member and submitted for approval to NAVRESFORCOM N7 on a case-by-case basis. NAVRESFORCOM N7 will ensure changes to course convene dates are closely coordinated with NETC N3 and BUPERS-352 (as necessary). The NRA must submit Service members' requests for changes no less than 30 calendar days prior to the course convene date. Requests made less than 30 calendar days will only be considered under extenuating circumstances.

(c) In cases where a scheduled convene date is changed, other than when requested by the Service member, the NRA will inform the Service member of the convene date change.

(4) "A" school, "C" school, or both extensions beyond 18 months

(a) An extension may be granted by NAVRESFORCOM Career Information Programs Office (N00CC) on a case-by-case basis if a Service member is not able to report to the required "A" school, "C" school, or both within 18 months of affiliation. Requests from Service members must be submitted via the NRA to NAVRESFORCOM N00CC no later than 60 days prior to program expiration.

(b) Service members must initiate extension requests through their NRA to NAVRESFORCOM N00CC via the PRISE-R portal, accessible through the Navy Reserve Homeport Waiver Tracker: <https://private.navyreserve.navy.mil/cnrfc/commandfunctions/N151/Lists/Waiver%20Tracker/Item/newifs.aspx?List=7eaa0af1%2D824e%2D4cd0%2D814b%2D11699f247870&RootFolder=&Web=113afc53%2D7185%2D4b11%2Daec2%2D7c127f6ae015>.

(5) If accelerated advancement at "A" school or "C" school applies, see [MILPERSMAN 1430-010](#).

(6) The following applies to Service members who fail to complete pipeline training:

(a) Service members in "A" school or "C" school who fail to attend within 18 months, fail to complete, or fail for academic or administrative reasons will either be force-converted or reverted to their entry rating based upon the needs of the Navy, as determined by BUPERS-352. NRAs will transfer Service members who are not force-converted or who do not continue service in the SELRES to the Individual Ready Reserve (IRR) "not recommended for re-affiliation" within 30 calendar days of failure. Service members will be reverted to their entry rating prior to transfer to the IRR. Refer to paragraph 7 for additional guidance.

(b) Service members who fail to complete "A" school or "C" school for disciplinary reasons will be processed for administrative separation per applicable [MILPERSMAN 1910](#) series articles. Service members involved in incidents requiring

disciplinary actions while at "A" school, "C" school, or both will be adjudicated at the active duty training command.

(c) Service members failing to complete "A" school or "C" school due to an injury, illness, or disease will follow guidelines established in reference (b) for requesting medical hold (MEDHOLD) orders or line of duty (LOD) benefits. The NRA medical department representative (MDR) will be notified by the Service school of the Service member's medical status while on orders (as applicable); the MDR will follow-up on or initiate the LOD process upon the Service member's return from "A" school, "C" school, or both. MEDHOLD requests must come from the active duty command (Service school) while the Service member is still in an active status. If the Service member is returned to a SELRES status from the school and comes off orders, he or she is no longer eligible for MEDHOLD and must request an LOD through his or her NRA MDR. Navy Personnel Command (NAVPERSCOM) Reserve Medical Benefits Division (PERS-95) will determine whether the Service member will receive medical care while on active duty under MEDHOLD orders or be released from orders and receive care under the LOD Program. Future PRISE-R status will depend on final medical determination.

(d) PRISE-R Service members who successfully complete "A" school but **fail to complete a required follow-on "C" school** will lose their original bonus eligibility if at the time of affiliation, the bonus was contingent upon successful completion of "C" school.

(7) PRISE-R Service members requiring rating specific training at "A" school, "C" school, or both are not eligible for advancement until all PRISE-R Program requirements are complete.

b. Non-Service School Requirements. Service members accepted into a rating that does not require "A" school, "C" school, or both will have their rate made permanent upon reporting to their NRA. If no school requirement exists, Service members are considered "deployable assets" upon affiliation, less any mobilization deferments guaranteed.

Note: These Service members will not be assigned a manpower availability status (MAS) code of "TRP" and may compete for advancement, provided normal advancement eligibility criteria are met (e.g., time in rate (TIR), recommended for retention, etc.).

7. Reversion Requests

a. All reversion requests for PRISE-R Service members who desire to revert to their previous rating or fail to make their temporary rating permanent and desire to remain in a pay status must be submitted by the Service members via their NRA to BUPERS-352 for adjudication. In cases where a Service member failed to complete required training, the reversion request must be submitted within 30 calendar days of failure date. Service members may remain in a pay status pending BUPERS-352 adjudication of request.

b. At a minimum, requests must contain a [NAVPERS 1306/7](#) Electronic Personnel Action Request, supporting documentation (including the original accession documentation), and NRA endorsement.

c. Requests disapproved by BUPERS-352 due to failure to complete training requirements will require Service members to be transferred to the IRR "not recommended for re-affiliation" within 30 calendar days of disapproval notification.

8. SELRES Participation. The NRA will annotate the drill obligation in NSIPS with the appropriate mandatory drill code and military obligation designator assigned by the NAVRESFORCOM Pay Help Desk. Per reference (c), article 1001-010, Service members who fail to comply with satisfactory participation requirements are subject to administrative separation processing and prorated recoupment of the PRISE-R bonus upon becoming an unsatisfactory participant. [MILPERSMAN 1910-158](#) outlines administrative separation processing guidance for unsatisfactory participants.

9. Incentives

a. PRISE-R Service members may be eligible to receive an enlistment bonus if enlisting in eligible ratings. Bonus eligible ratings, amounts, service obligations, and payment types are announced by the current FY Navy Reserve bonus message.

b. Failure to complete the terms of the incentive obligation, service obligation, or both will result in termination of the bonus entitlement. Unless a waiver of recoupment is approved by the Secretary of the Navy (SECNAV), Service members whose bonus eligibility is terminated are

responsible to repay all or a portion of the bonus based on the amount of time served in the SELRES. Waivers of recoupment, in whole or in part, will be submitted to the SECNAV via the Office of the Chief of Navy Reserve and the Office of the Chief of Naval Operations Military Pay and Compensation Branch (OPNAV N130) for adjudication.

10. **Program Management**. NAVRESFORCOM N00CC will monitor PRISE-R Service members from initial SELRES gain date through completion of SELRES obligation. Minimum tracking requirements include the following:

a. All PRISE-R Service members categorized by assignment of appropriate mandatory drill code, appropriate military obligation designator, and MAS code "TRP" (if "A" school, "C" school, or both requirements exist);

b. Conversion Navy enlisted classification (NEC);

c. Temporary rating assignment (if "A" school, "C" school, or both requirements exist);

d. Date of affiliation;

e. Obligated service;

f. Eighteen-month window for beginning "A" school;

g. Date reservation made for "A" school;

h. "A" school, "C" school, or both class convening date(s);

i. "A" school, "C" school, or both completion date(s);

j. Retention data; and

k. Status of ability to attend training (i.e., Government travel charge card and uniforms issuance) including MAS code.

11. **Tracking and Reporting of PRISE-R with "A" School Enlistments**. "A" school seats are allocated in the training requirements module application by BUPERS-352 in coordination with NETC N3 and NAVRESFORCOM N7. Other vacancies are limited in quantity and availability. It is, therefore, critical that NAVCRUITCOM, NAVRESFORCOM N7, NETC N3, NRAs, and the individual Service member coordinate scheduling and reservation efforts to

ensure "A" school requirements are identified as early as possible and all available seats are scheduled and utilized. This ensures the Service member receives the required training and minimizes missed training opportunities and extension requests.

12. **Mobilization Assignments.** Once a rating has been made permanent, the MAS code "TRP" will be removed, and the Service members may be mobilized to a billet requiring their new permanent rating. Service members who have deferments for involuntary mobilization under other Navy policies will continue to be exempt under the guidelines of those policies.

13. **Roles and Responsibilities**

a. NAVCRUITCOM, via Navy Recruiting Reserve Command, will:

(1) Closely coordinate PRISE-R accession planning with NETC N3 and BUPERS-352, providing a monthly list of PRISE-R affiliations to BUPERS-352;

(2) Identify and process qualified applicants for accession into the PRISE-R Program per this article;

(3) Document the following requirements of the PRISE-R Program in reenlistment documents:

(a) Assignment of a temporary pay grade in the designated conversion rating (NAVET Service members with their entry rating and subsequent (temporary) rating (e.g., machinist mate (MM) third class (MM3) converting to information systems technician (IT) third class (IT3)). OSVET personnel will be assigned the non-rate of SN upon entry and a subsequent (temporary) rating (e.g., SN (IT3));

(b) Obligated service;

(c) Enlistment or affiliation bonus (if applicable);

(d) Conditions for payment and recoupment;

(e) Specification of PRISE-R as accession program;

(f) "A" school, "C" school, or both guarantee (if applicable);

(g) "A" school requirements or "A" school waiver provisions (if applicable); and

(h) PRISE-R applicants with guaranteed "A" school, "C" school, or both must be informed of their obligation to attend their "A" school, "C" school, or both by signing a [NAVPERS 1070/613](#) stating their understanding of the requirement. These remarks will be signed as "permanent" entries and submitted to their servicing TSC or personnel office for entry into NSIPS ESR. The servicing TSC or personnel office will electronically submit (E-Submission) the document into the Service members' OMPF. The authority block on [NAVPERS 1070/613](#) must list the instruction that directs the entry and that entry is filed to the Service member's permanent record.

(4) Document PRISE-R applicants' acquisition codes. NAVCRUITCOM will identify PRISE-R applicants in the Web-based NAVCRUITCOM Accession Management System using unique identifier fields and codes to differentiate PRISE-R applicants. For tracking purposes, the Web-based system will indicate the conditions of the enlistment contract as "A" school, "C" school, or both as guaranteed, not required, or waived by the enlisted community manager; and

(5) Ensure submission of a monthly report of all PRISE-R accessions to BUPERS-352, NAVRESFORCOM N00CC, and NETC N3 for program management.

b. BUPERS-352 will:

(1) Input PRISE-R "A" school, "C" school, or both requirements in training requirements module based on the projected accession goals through the future year defense plan. Closely coordinate PRISE-R accession planning with NAVCRUITCOM Operations Department (N3), NETC N3, and NAVRESFORCOM;

(2) Adjudicate conversion and reversion requests within 10 working days of receipt;

(3) Provide NETC N3 recommended FY PRISE-R quotas by available ratings; and

(3) Coordinate with NAVCRUITCOM available PRISE-R quotas by rating and update quota allocation as directed in NETC's FY

recruiting goals, policies, and training guidance and any subsequent revisions.

c. NETC N3 will:

(1) Spread the "A" school, "C" school, or both requirements for PRISE-R applicants based on the approved student input plan and (as necessary) assist in obtaining additional quotas from unused Active Component (AC) and Training and Administration of the Reserve (TAR) seats 30 calendar days prior to convening, providing this information to NAVRESFORCOM N7, BUPERS Enlisted Community Management Division (BUPERS-32), BUPERS-352 (TAR), and NAVCRUITCOM; and

(2) Provide a monthly update of available school seats with applicable convene dates to BUPERS-352 and NAVRESFORCOM N7.

d. COMNAVRESFORCOM will:

(1) Coordinate "A" school, "C" school, or both as required assignments for PRISE-R Service members guaranteed "A" school (NAVRESFORCOM N7);

(2) Coordinate course convene date change requests with NETC N3 and NETC Learning and Development Division (N7);

(3) Provide adjudication for program extension requests, as required, within 10 working days (NAVRESFORCOM N00CC);

(4) Approve billet assignment for PRISE-R Service members in their temporary rating (NAVRESFORCOM Manpower and Personnel Department (N1));

(5) Initiate bonus payment (if eligible) upon notification from the NRA (NAVRESFORCOM N1);

(6) Initiate bonus recoupment upon receipt of bonus termination letter from NRA (NAVRESFORCOM N1); and

(7) Track all Service members currently in the PRISE-R Program (NAVRESFORCOM N00CC).

e. Reserve region readiness and mobilization commands (REDCOM) will:

(1) Assign a regional PRISE-R manager as liaison between the NRAs and NAVRESFORCOM N00CC and NAVRESFORCOM N7;

(2) Track all PRISE-R Service members in their region and provide monthly updates to NAVRESFORCOM N00CC and NAVRESFORCOM N7;

(3) Review all documentation from the NRA providing endorsement and forward within 10 working days to NAVRESFORCOM N00CC;

(4) Ensure the NRA assigns the temporary rating, conversion NEC, and MAS code "TRP" where applicable;

(5) Ensure the NRA completes the PRISE-R Gain Checklist for each PRISE-R Service member; and

(6) Ensure all NRA PRISE-R coordinators have access to the NAVRESFORCOM N00CC PRISE-R SharePoint page.

f. Gaining NRA will:

(1) Appoint (in writing) an AC or TAR Service member to be the PRISE-R coordinator. The PRISE-R coordinator will use the [PRISE-R Gain Checklist](https://private.navyreserve.navy.mil/cnrfc/commandfunctions/N151/Pages/PRISE-R.aspx) located on the NAVRESFORCOM N00CC homepage: <https://private.navyreserve.navy.mil/cnrfc/commandfunctions/N151/Pages/PRISE-R.aspx>, to track and monitor each PRISE-R Service member at the NRA until program completion. The PRISE-R coordinator will retain all completed PRISE-R Gain Checklists on file for 24 months. The PRISE-R coordinator will request and obtain access to the NAVRESFORCOM N00C PRISE-R SharePoint page to report status updates monthly;

(2) Ensure the NRA training department explains the process to the PRISE-R Service member for completing "A" school, "C" school, or both;

(3) Submit PRISE-R Gain Worksheets to NAVRESFORCOM Pay Help Desk for proper gain procedures. PRISE-R Service members must be gained in their entry rating or as non-rated, as is the case with OSVETs who are gained as an SN. Once gain is posted

to NSIPS, the entry rating or non-rate must be changed to the temporary rating;

(4) Ensure ESR entries for NAVET Service members are entered with their entry rating and subsequent (temporary) rating (e.g., MMFN (ITSN), MM3 (IT3)). OSVET Service members will be assigned the non-rate of SN upon entry, and a subsequent (temporary) rating (e.g., SN (IT3));

(5) Assign PRISE-R accessions requiring an "A" school, "C" school, or both MAS code "TRP;"

(6) Request a conversion NEC to BUPERS Community Management Support Branch (BUPERS-328) via a [NAVPERS 1221/6](#) Navy Enlisted Classification (NEC) Change Request. Refer to reference (c), article 1221-010, for additional guidance.

(7) Ensure a TIR re-computation is completed per reference (d). A TIR re-computation will be completed for all applicable NAVETS, IRR, and OSVETS who have a break in service;

(8) Submit a request for ADT orders for PRISE-R Service members with a guaranteed "A" school, "C" school, or both to attend the assigned school(s) to NAVRESFORCOM N7 within 30 calendar days following the Service members' first drill weekend. Refer to the Catalog of Navy Training Courses (CANTRAC) for required prerequisites and documentation. Request must be made per NAVRESFORCOM N7 guidance;

(9) Submit ADT orders to "A" school, "C" school, or both via the Navy Reserve Order Writing System;

(10) Ensure a career development board is conducted for PRISE-R Service members within 60 calendar days of accession:

(a) Address scheduling of guaranteed "A" school, "C" school, or both with individuals; and

(b) Six months after accession, the NRA will complete written counseling for Service members who have not attended "A" school, "C" school, or both.

(11) Track conversion NEC removal requests. Submit a [NAVPERS 1221/6](#) with supporting documentation (including accession documentation); "A" school, "C" school, or both completion certificates; and enlisted qualifications history

entry to BUPERS-328. Request removal of conversion NECs upon successful conversion or failure to complete all requirements;

(12) Notify NAVRESFORCOM N00CC and BUPERS-352 via the Force Retention and Career Resources - PRISE-R Web site: <https://private.navyreserve.navy.mil/cnrfc/commandfunctions/N151/Pages/PRISE-R.aspx>, after successful completion of all PRISE-R requirements;

(13) Initiate inactive duty training orders in Reserve Force Manpower Tools, assigning the Service member to a local operation support unit with a projected rotation date no greater than 6 months from date of SELRES gain; and

(14) Ensure the Service member is applying for a billet within his or her temporary rating utilizing MyNavy Assignment at: <https://mynavyassignment.dc3n.navy.mil/mna/Index.action>.

14. **Adjudication Authority.** The following table summarizes adjudication authorities:

Topic	Adjudication Authority
Overall policy	OPNAV Military Personnel, Plans, and Policy (N13)
PRISE-R applicants	NAVCRUITCOM PSER PM
Recruiting issues and enlistment contracts, and accession waivers	NAVCRUITCOM PSER PM
Disenrollment requests, waivers, needs of the Navy assignment, conversion, and reversion rating requests	BUPERS-352
"A" school convene date assignments and changes	NAVRESFORCOM N7
SELRES Issues, procedures, personnel monitoring, and extensions	NAVRESFORCOM N00CC
"A" and "C" school seat quota management	NETC N3