

MILPERSMAN 1306-616

INELIGIBLE STUDENTS RECEIVED BY TRAINING ACTIVITY

Responsible Office	NAVPERSCOM (PERS-4010S)	Phone:	DSN COM	882-3883 (901) 874-3883
MyNavy Career Center		Phone: Toll Free	1-833-330-MNCC (6622)	
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		MyNavy Portal:	https://my.navy.mil/	

Reference	(a) OPNAVINST 5350.4D
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1. **Policy.** When a Service member reporting to a school command is not fit for full duty, is not qualified for the course of instruction (waiver has not been granted), requires medical attention that will not allow for an uninterrupted course completion, or has administrative action pending from the last duty station, the following procedures in paragraphs 1a and 1b below must be followed.

a. Report circumstances to Navy Personnel Command (NAVPERSCOM), Shore Special Programs Distribution Branch (PERS-4010S) by message with an information copy to Naval Education Training Command, Accession Detailing Branch (N33), and the Service member's last duty station.

b. Provide all information required in the availability report, and include one of the following recommendations for disposition of the Service member:

(1) Retain on board for course of instruction

(2) Do not enroll in course of instruction, and ensure the following information is reported:

(a) Type of administrative action pending;

(b) If unfit for medical reasons, include diagnosis, extent of disability, date problem was recorded in health record, the expected duration of the illness, and whether a transfer physical was received;

(c) Present location of family members; and

(d) Whether or not dislocation allowance was advanced or paid.

2. **Drug Abuse**. Any Sailor determined to be using, possessing, promoting, manufacturing, or distributing drugs and or drug paraphernalia (in violation of applicable provision of reference (a), Federal, State, local statutes, or this instruction) must be disciplined (as appropriate) and processed for administrative separation per reference (a). Service members diagnosed as drug dependent must be offered treatment prior to separation.

Note: Waivers of this policy will not be approved.

3. **Eligibility for Reclassification**. Service members will not be considered eligible for reclassification, except as follows in paragraph 3a and 3b below.

a. **Forced or Special Conversions**. Circumstances, results of disciplinary action, and rating choices must be provided to NAVPERSCOM, Community Management Support Branch (BUPERS-328) by message for designated or rated Service members who are not eligible for retention in their current ratings. Service members will be considered for direct conversion only.

b. **Recruiting Selective Conversion Reenlistment (RESCORE) or Prior Service (PRISE) III Program**

(1) For Service members attending "A" school in conjunction with enlistment guarantee conversion under the RESCORE or PRISE III Program who fail, or are no longer qualified for the specific "A" school, notify NAVPERSCOM (PERS-4010S) as required by MILPERSMAN 1133-060.

(2) Training commands are required to have the dropped students undergo a professional development board, endorsing further assignment to another "A" school.

(3) A designated classifier at the school command must screen for ratings which the student is fully qualified and report the recommendations through the availability process.

4. **"A" School Assignment.** Enlisted Community Managers (BUPERS-32) will assign a school based on needs of the Navy. Assignment to another "A" school is not guaranteed.