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SUBJ/FY-18 SEAMAN TO ADMIRAL-21 PROGRAM ANNOUNCEMENT// REF/A/DOC/OPNAV/14DEC09// REF/B/MSG/CNO WASHINGTON DC/221403ZMAR13// NARR/REF A IS OPNAVINST 1420.1B, ENLISTED TO OFFICER COMMISSIONING PROGRAMS APPLICATION ADMINISTRATIVE MANUAL. REF B IS NAVADMIN 070/13, NUCLEAR TRAINED SAILOR APPLICATIONS TO OFFICER COMMISSIONING PROGRAMS.// RMKS/1. This NAVADMIN solicits applications and provides guidance for the FY-18 Seaman to Admiral-21 (STA-21) Commissioning Program.

2. STA-21 is a full-time undergraduate education and commissioning program open to enlisted personnel of all paygrades and ratings who meet the eligibility requirements specified in reference (a).

3. Deadline for submission of applications for the FY-18 STA-21 Program is 1 July 2017. Application packages must be postmarked on or before the deadline date. It is recommended that applications be mailed prior to the deadline as early submission allows timely feedback to the Sailor for submission of missing or illegible documents. Deadline for submission of additional documentation to a package is 1 August 2017. No additional documents can be added after this date. The selection board is scheduled to convene in September 2017, and the selectees will be announced via NAVADMIN.

4. The following target options and core are open for application for the FY-18 Selection Board: Surface Warfare, Nuclear (Surface/Submarine), Special Warfare, Explosive Ordnance Disposal, Naval Flight Officer, Pilot, Civil Engineer Corps, Nurse Corps, and Information Professional.

5. The following target options have zero select opportunity for

FY-18: Human Resources, Intelligence, Information Warfare, Surface Warfare Officer (SWO)/Engineering Option, SWO/Information Professional Option, SWO/Oceanography Option, Medical Corps, Supply Corps, and Oceanography.

6. The Nuclear (Surface/Submarine) target option is open to Sailors who hold an active nuclear Navy enlisted classification (335X, 336X, 338X, or 339X) or Sailors who are students in the Navy nuclear power training pipeline. Applicants must be able to begin their coursework prior to commencing their eighth year of service. See the Nuclear Program Authorization dated December 2015 for more specific information and all other requirements to apply for the program. Additionally, all nuclear trained Sailors wishing to apply to any STA-21 program must receive a conditional release, pursuant to reference (b), from the Nuclear Enlisted Community Manager (OPNAV N133D).

7. The following information addresses lessons learned from the

FY-17 STA-21 selection process and board. This information is provided to preclude common errors:

a. Of the 342 applications received for FY-17, only 302 were board eligible. A total of 50 were selected to participate in the

FY-17 STA-21 Program.

b. Each year, packages are not considered due to non-qualifying scholastic aptitude test (SAT) or American college test (ACT) test scores, missing commanding officer (CO) endorsement/recommendation, recent non-judicial punishment, missing physical fitness assessment

(PFA) cycles, missing or illegible submission of documents, and not meeting program age or PFA requirements.

c. Minimum eligibility requirements must be met before submitting an application. Applications should be mailed only when fully completed. Officer interview boards shall consist of three officers. The applicants CO may not be a board member and should not submit an interview appraisal sheet. The COs personal interview should be conducted only after the application is complete and the officer interview board has submitted their appraisals. The full picture of academic and officer potential of the applicant can only be determined by reviewing the SAT/ACT scores, high school/college transcripts, and a completed application package.

d. The CO endorsement is extremely important, especially the ranking of the individual among his/her peers. The endorsement should contain specifics about academic potential, commitment, leadership, service above self, and potential as a naval officer of the individual. CO comments should specify the primary option to which the individual is applying and address how the individual meets qualifications for that option. For junior Sailors with only schoolhouse evaluations, the CO must address this issue in his or her endorsement.

e. An interview board and nomination review board shall be conducted in line with reference (a). It is recommended that officers of the applicants designator of choice, if available, be asked to participate in the interview/nomination review board to assess the applicant for their community. Officer appraisals provide important insight on the applicant. The appraisal from the board should be a frank and honest assessment of the applicants leadership and academic potential. Appraisal forms should be typed in 10 or 12 point font.

f. The applicants personal statement should address why the Sailor wants to become an officer, how the Sailors selection would improve the Navy, and why the Sailor is applying for a specific option. Sailors must also address any hardships or unique experiences that shaped their character. Junior Sailors should provide information on high school experiences as high school transcripts rarely provide in-depth information on involvement in sports, clubs, volunteer hours, work, etc. Additionally, applicants should address any anomalies in the package (e.g., poor high school, college, or service school grades or poor evaluation performance).

The explanation should include details of the situation, how the applicant has overcome these issues, and why the applicant will be successful in the future.

g. The application is a reflection of the applicant. Applicants must review their packages in their entirety before submitting. Check for misspelled words and improper grammar.

Ensure all transcripts (high school and all colleges) are enclosed.

Within the last year, applicants must have passed the PFA, to include body composition assessment and the physical readiness test with performance in the good category. For applicants who received a waiver on the most recent PFA, points will be awarded from the most recent observed score from the latest full test taken within a year of application (i.e. Fall 2016 and Spring 2017). A grade of satisfactory or failure on either of the above two required PFAs will make the applicant ineligible.

h. Qualifying SAT/ACT scores are required. Include any additional recommendations, qualifications, or other accomplishments as a part of the package.

i. It is recommended that the command retain a copy of the entire application package. The command copy should not be given to the applicant.

8. Mail completed applications to:

Commander  
Naval Service Training Command (OD2/STA 21)  
250 Dallas Street Ste A  
Pensacola, FL 32508-5268

9. For questions, specific details, eligibility criteria, application requirements, and selection procedures, refer to reference (a), contact your command career counselor, or visit the STA-21 website at [www.sta-21.navy.mil](http://www.sta-21.navy.mil) for the most up-to-date information.

10. Point of contact is Naval Service Training Command, STA-21 Program Officer, at (850) 452-9433/DSN 459 or via e-mail at [pns\\_sta21@navy.mil](mailto:pns_sta21@navy.mil). Point of contact for nuclear trained Sailors is the Nuclear Enlisted Community Manager, OPNAV N133D at

(703) 604-5491/DSN 664 or via e-mail at [bullnuke@navy.mil](mailto:bullnuke@navy.mil).

11. Released by Vice Admiral R. P. Burke, N1.// BT

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