



DEPARTMENT OF THE NAVY
BUREAU OF MEDICINE AND SURGERY
7700 ARLINGTON BOULEVARD
FALLS CHURCH VA 22042

Canc: Sep 2027

BUMEDNOTE 1520
BUMED-N01C
2 Sep 2026

BUMED NOTICE 1520

From: Chief, Bureau of Medicine and Surgery

Subj: SUPPLEMENTAL GUIDANCE FOR ACADEMIC YEAR 2028 ORAL AND
MAXILLOFACIAL SURGERY FELLOWSHIP TRAINING

Ref: (a) NAVMED P-117
(b) OPNAVINST 6110.1L
(c) OPNAVINST 7220.17
(d) BUMEDINST 1520.41A
(e) DHA-PI 6015.100 of 22 December 2025
(f) DoD Instruction 6000.13 of 30 December 2015
(g) 10 U.S.C.

Encl: (1) Sample Request Letter for Advanced Dental Education
(2) Application Checklist
(3) Summary of Active Duty Obligation for Graduate Dental Education

1. Purpose. To announce the supplemental availability and application procedures for the academic year (AY) 2028 oral and maxillofacial surgery (OMS) head and neck oncology and reconstructive surgery fellowship, per reference (a), chapter 6, article 6-17, and references (b) through (g), section 632, subparagraph (c).

2. Scope and Applicability. This notice applies to all Navy dental personnel applying for the AY 2028 OMS head and neck oncology and reconstructive surgery fellowship training.

3. Background. The Surgeon General of the Navy, who performs the duties of Chief, Bureau of Medicine and Surgery, will convene a supplemental selection board to recommend Dental Corps (DC) officers for assignment to OMS fellowship training to begin in AY 2028.

4. Availability of Programs. Reference (a), chapter 6, article 6-17 describes Department of the Navy training programs for dental officers. The needs of the Navy determine the programs available for training and number of trainees projected for each program. For this announcement, the only program available is the fellowship training in OMS head and neck oncology and reconstructive surgery. This training will only be available as Full Time Out-Service (FTOS). All fellowship training programs must be applied through the Match process.

5. Eligibility for Application for Postgraduate Dental Education. Consideration of an officer's military record, clinical care background, assignments (particularly operational or overseas assignments), total years of active duty Service, and sustained superior military performance are an integral part of the duty under instruction (DUINS) board deliberations. Applicants for postgraduate dental training programs must be academically qualified and must meet the requirements listed in subparagraphs 5a through 5g:

- a. Not be in a "failed to select" promotion status at the time of application.
- b. Be able to complete their incurred educational service obligation by age 62 or by the applicant's statutory retirement date.
- c. Meet all physical readiness requirements, per reference (b).
- d. Not be subject to or pending administrative separation, punishment under the Uniform Code of Military Justice or a civilian criminal conviction or involved in any type of action or activity considered to be misconduct.
- e. Must be universally deployable, and willing and able to meet the needs of the Navy, even in the event of temporary separation from spouse, family or significant other(s). Upon completion of training, the Service member, if so assigned, must accept an operational billet, including ship or Marines, or an overseas billet, if ordered to do so. If a Service member's family does not meet overseas screening requirements, the Service member may be given unaccompanied orders to meet mission requirements.
- f. Applicant must be on projected rotation date for the same calendar year the program starts.
- g. Dental officers who have completed fellowship training cannot apply to start a second residency until they have completed the active duty Service obligation for their current specialty designation.

6. Application

a. Applications for graduate dental education (GDE) must include the information listed in subparagraphs 6a(1) through 6a(7):

(1) Letter of Request. Applicant submits: Applicant must write a letter of request using enclosure (2) as a template.

(2) Commanding Officer's (CO) or Dean's Letter of Endorsement. Applicant submits: Applicant must submit their "letter of request" and "letter of motivation" to the CO or dean requesting a letter of endorsement. The endorsement must be written on command or dean's letterhead. CO letters may be written as a simple endorsement or may be a full length letter of endorsement, per the discretion of the author. This does not count as one of the candidate's letters of evaluation.

(3) Statement of Motivation. Applicant submits: Applicant must write a one-page statement explaining the reasons for requesting training and expound on what makes the applicant a qualified candidate. The statement must not be on letterhead stationery and must be in Times New Roman, 12 pitch, single spaced or double spaced with one inch margin for top, left, right, and bottom. The statement must not exceed one page in length and include a signature line, with signature, in the format listed:

Active Duty:

[Rank] [First Name] [Middle Initial] [Last Name], DC, United States Navy

(4) Program Director's Letter of Recommendation. Complete and submit NAVMED 1520/17 Evaluation of Advanced Dental Education, which can be downloaded from the Web site: <https://www.med.navy.mil/Directives/NAVMED-Forms/>. If not currently in residency training, and the program director from the initial training is unavailable, then submission from supervisor is allowed. In the event the form is not fillable, contact the Graduate Dental Programs office immediately. Do not do an internet search for the form, outdated NAVMED 1520/17 forms will not be accepted.

(5) Letters of Evaluation. A maximum of two may be submitted by the evaluator from the candidate's OMS residency program using NAVMED 1520/17. If not currently in residency training, and faculty from the initial training are unavailable, then submissions from colleagues and supervisors are allowed.

(6) In-service Oral and Maxillofacial Surgery In-Service Training Examination (OMSITE) scores from all years of OMS residency. Electronic copies of these items will only be accepted if they are sent directly by the program director to the Graduate Dental Programs Office at: usn.bethesda.navmedleadprodevcmd.list.nmpdc-dental-corps-gp@health.mil. Please note that OMSITE scores are not required if the applicant is already a diplomate with the American Board of Oral and Maxillofacial Surgery.

(7) Certified true copy (front and back) of fitness reports (FITREP) covering the last 4 years as a dental officer. If the candidate does not have FITREPs covering 4 years, submit a copy of all FITREPs on file. Prior enlisted evaluations and non-dental officer FITREPs from prior service are not requested and will not be included in the application package. Official copies of FITREPs can be downloaded from Bureau of Naval Personnel (BUPERS) Online (BOL). If a recent copy has not been posted to BOL, the candidate can request a copy from the submitting command. It must be stamped as an official copy and be signed by the authorizing

administrator. Do not submit more than 4 years of FITREPs. Any additional reports will be removed from the application. Remove or redact all social security numbers from the FITREPs before sending them to the Graduate Dental Programs office. Please include FITREP correction letters and FITREP letters of extension. There should be no gaps in the FITREP dates.

b. Curriculum Vitae. Curriculum vitae will not be accepted nor included in the application package. Candidates must use the statement of motivation to expound items they consider important for the selection board to consider.

c. Applicants must complete an interview as part of the application process. Arrange for an interview by contacting the specialty leader for OMS directly. Interviews do not have to be in person, but a virtual interview is recommended if not in person. The interview must be scheduled prior to the application deadline.

d. Electronic submission of application materials is permitted and encouraged. Comply with the application checklist in enclosure (3) or subparagraphs 6a(1) through 6a(7) of this notice for submitting application materials. All electronic submissions must be submitted via e-mail to: usn.bethesda.navmedleadprodevcmd.list.nmpdc-dental-corps-gp@health.mil.

7. Active Duty Obligation (ADO). ADO incurred and payback for GDE is outlined in enclosure (4). For this 1-year fellowship opportunity, the obligation will be 2 years. If you have any questions in this regard, contact the Graduate Dental Programs office.

8. Dental Special Pays. Dental special pays for officers in residency programs comply with references (c) and (d). In general, if you are eligible for either the general dentist retention bonus or the dental specialist retention bonus, you may be eligible to receive these during residency. There may be ramifications for other special pays as well. If you have any questions in this regard, contact the DC career planner.

9. Application Deadline. Applications must be received no later than 14 September 2026. Early submission is highly encouraged. It is the applicant's responsibility to verify receipt of all parts of the application by the Graduate Dental Programs office by the deadline. Applicants can use enclosure (3) to track application components prior to submission.

10. Notification. The supplemental AY 2028 DUINS OMS Fellowship Selection Board will meet in September 2026. Applicants will be notified of the board selection results by e-mail. Selectees must respond within 2 weeks to confirm or decline their acceptance; otherwise, the selectee risks relinquishing his or her appointment to an alternate selectee. Results will also be published in the Weekly Dental Update once all applicants have been notified. If a DUINS selectee is unable to start their residency program on time, or requests a deferral for any reason, the position may be offered to an alternate, and the selectee may be required to reapply for the following AY DUINS cycle. These requests will be considered on a case-by-case basis to determine if the selectee can defer for a year or reapply for the following cycle.

11. Conduct During Residency. Dental officers in training programs are expected to maintain the highest standards of naval Service. Misconduct, failure to remain within fitness standards, or poor academic performance are grounds for disenrollment from a program. Protocols for addressing these issues are outlined in references (e) and (f). In the event that a resident resigns, or is removed from residency before completing that residency, obligated service is still incurred for any time that was spent in training, per reference (g), section 632, subparagraph (c).

12. Failure to Select for Next Rank Prior To or During Residency. Dental officers selected for DUINS who become “fail to select” for promotion will be allowed to matriculate into their selected training program, and if already matriculated, will be allowed to complete their residency provided they are meeting the program requirements. Officers in the rank of lieutenant or lieutenant commander who are in a “fail to select” status for a second or greater time will be retained on active duty per reference (g), section 632, subparagraph (c) until their obligated service for training is fulfilled.

13. Point of Contact. For questions concerning the application process contact the Naval Medical Leader and Professional Development Command, Graduate Dental Programs office at (301) 319-4509 or DSN 285-4509, or via e-mail:
usn.bethesda.navmedleadprodevcmd.list.nmpdc-dental-corps-gp@health.mil.

14. Records Management

a. Records created as a result of this notice regardless of format or media, must be maintained and dispositioned per the records disposition schedules found on the Directives and Records Management Division portal page at
<https://portal.secnv.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>

b. For questions concerning the management of records related to this notice or the records disposition schedules, please contact the local records manager or the Office of the Chief of Naval Operations (OPNAV) Records Management Program (DNS-16).

15. Forms and Information Management Control

a. Forms. The NAVMED Forms listed are available at:
<https://www.med.navy.mil/Directives/NAVMED-Forms/>.

(1) NAVMED 1520/16 Dental Residency DUINS Application Brief Sheet.

(2) NAVMED 1520/17 Evaluation for Advanced Dental Education.

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b. Information Control Management. The reports required in subparagraph 6a(7) are exempt from reports control per Secretary of the Navy Manual 5214.1 of December 2005, part IV, subparagraph 7j.

A handwritten signature in black ink, appearing to read "M. Case". The signature is fluid and cursive, with the first letter of "M" being a large, stylized loop.

M. CASE
Acting

Releasability and distribution:

This notice is cleared for public release and is available electronically only via the Navy Medicine Web site, <https://www.med.navy.mil/Directives/>

SAMPLE REQUEST LETTER FOR ADVANCED DENTAL EDUCATION
(command letterhead not required)

Date

From: [Rank, Name, Corps of applicant, Service]
To: Commanding Officer, Naval Medical Leader and Professional Development Command,
Graduate Dental Programs, Code 1WPGDC, 8955 Wood Road, Bethesda, MD
20889-5628
Via: Commanding Officer, [Activity Title] or Dean, (Name of Dental School)
Subj: ACADEMIC YEAR 2028 NAVY DENTAL CORPS ADVANCED DENTAL
EDUCATION
Ref: (a) BUMEDNOTE 1520 of 2 Sep 2026 (Canc: Sep 2027)
(b) DoD Instruction 6000.13 of 30 December 2015

Encl: (1) Statement of Motivation

1. Per references (a) and (b), I request to be considered for assignment to residency training in (discipline), commencing in academic year 2028. I request to be considered for Full Time Out-Service (FTOS) training.
2. Enclosure (1) is provided for consideration. Other application requirements have been submitted or requested as required. I have arranged for an interview with the appropriate specialty leader as directed.
3. If this request for residency training is approved, and I am assigned to such training, I agree not to resign during the residency and to serve in the Navy for my service obligation plus any previously unfulfilled service obligation after completion of the residency course. I understand my service obligation for the requested primary residency to be 2-years service obligation per enclosure (4) of reference (a). This will be served in conjunction with any unfulfilled service obligation existing prior to the start of the residency program. I understand that this period of service obligation is in addition to that for which I may be previously and otherwise obligated and it may or may not be performed concurrently, per reference (b).

PRIVACY ACT STATEMENT

Data Required by the Privacy Act of 1974

Authority: Sections 2005 and 2013 of Title 10, U.S. Code

Principal Purpose: To evaluate applicant's qualifications for selection to participate in Naval Postgraduate Dental Education.

Enclosure (1)

Subj: ACADEMIC YEAR 2028 NAVY DENTAL CORPS ADVANCED DENTAL
EDUCATION

Routine Uses: To assist officials and employees of the Department of the Navy in determining your eligibility for and approving or disapproving the education program being requested by the Department of War or Department of the Navy.

Disclosure: Disclosure is voluntary; however, failure to provide requested information may result in non-selection.

4. I understand the Privacy Act of 1974 (P.L. 93-579) became effected on 27 September 1975 and is applicable to personal data records maintained on U.S. citizens and foreign nationals admitted for permanent residence. My signature acknowledges that I am familiar with the statements contained herein and authorize use of information provided for the purposes listed in the Privacy Act Statement notification in reference (a).

Signature
Printed Name

APPLICATION CHECKLIST

Application Deadline is Monday, 14 September 2026

	<u>Item</u>	<u>Submission Requirements</u>	<u>Notes</u>	<u>Mark Complete Upon Request or Submission</u>
1	Letter of Request	Applicant submits		
2	CO's Letter	Applicant submits		
3	Statement of Motivation	Applicant submits		
4	Program Director's Letter	Applicant submits		
5	Letters of Evaluation	Applicant submits		
6	In-service OMSITE scores	Applicant submits		
7	FITREP(s) as a dental officer (active duty only; covering last 5 years; certified true copies)	Applicant submits, redacts social security number		
8	Specialty leader interview	Applicant e-mails specialty leader for information		

Please Note: Digitally signed and e-mailed letters of evaluation are acceptable. Redact social security number from documents. All electronic submissions must be submitted in compliance with the checklist and e-mailed to:

usn.bethesda.navmedleadprodevcmd.list.nmpdc-dental-corps-gp@health.mil.

SUMMARY OF ACTIVE DUTY OBLIGATION
FOR GRADUATE DENTAL EDUCATION

1. In a 2-year or Longer GDE Training Program. A member will incur an ADO of half year for each half year of training, or portion thereof, but the minimum ADO at the completion, termination, or withdrawal of the GDE period will not be less than 2 years.
2. In an Advanced Clinical Program. A member training in a 1-year advanced clinical program incurs a 2-year ADO.
3. Fellowship Training in a Military or Civilian Facility. The minimum ADO for training is 2 years. Payback is consecutive with prior GDE (residency) ADO.
4. In a Master's or Doctoral Degree Program. Programs leading to a master's degree (which require additional training or funding such as the Dartmouth Masters in Healthcare Delivery Science) or a doctoral degree incur an ADO of 3 years for the first year, and then an ADO of half year for each half year, or portion thereof for training beyond the first year. If the master's or doctoral degree is incidental to the completion of an established residency or fellowship, there is no additional incurred ADO for that degree.
5. In a Military Facility (Full Time In-Service or other Federal Institution). The ADO for GDE may be served concurrently with obligations incurred for Department of War (DoW)-sponsored pre-professional (undergraduate) or dental school education. No active duty obligation for GDE can be served concurrently with ADO for a second period of GDE, i.e., obligation for fellowship or second Navy-sponsored residency cannot be served concurrently with an obligation incurred for initial residency training.
6. In a Civilian Facility on Active Duty FTOS. A member subsidized by the DoW during training in a civilian facility must incur an ADO of half year for each half year, or portion thereof, but the minimum ADO at the completion, termination, or withdrawal of the GDE period will not be less than 2 years. ADOs for FTOS training are added to obligations existing at the time training begins and served consecutively.
7. No portion of an ADO may be satisfied as listed:
 - a. By prior military Service.
 - b. During any period of long-term health or health-related education or training.
 - c. Concurrently with any other ADO which includes accession bonus ADO, or with an obligation incurred for DoW-subsidized pre-professional (undergraduate) education or training, or prior long-term health or health-related education or training, unless otherwise specified in the references of this notice.

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Please Note: If any of the information contained herein is unclear, or questions regarding how existing pay, education, or other obligations could be affected by residency training and the ADO incurred, contact the Head, Graduate Dental Programs at:
usn.bethesda.navmedleadprodevcmd.list.nmpdc-dental-corps-gp@health.mil.