



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

Canc: Apr 2026

BUMEDNOTE 1520

BUMED-N01C

9 May 2025

BUMED NOTICE 1520

From: Chief, Bureau of Medicine and Surgery

Subj: ACADEMIC YEAR 2026 MEDICAL SERVICE CORPS DUTY UNDER  
INSTRUCTION PROGRAMS

Ref: (a) DoD Instruction 6000.13 of 13 December 2015  
(b) DoD Instruction 1322.10 of 29 April 2008  
(c) CNO WASHINGTON DC 061710Z Aug 07 (NAVADMIN 195/07)  
(d) OPNAVINST 1520.23C

Encl: (1) Medical Service Corps Academic Year 2026 Duty Under Instruction Opportunities  
(2) Sample Application Letter for Degree Training  
(3) Sample Application Letter for Non-Degree Training

1. Purpose. To announce the availability of training opportunities for Navy Medical Service Corps (MSC) officers in academic year (AY) 2026 and provide information concerning application procedures per references (a) through (d) and enclosures (1) through (3) and set the application deadline of 30 June 2025 for submission to Naval Medical Leader and Professional Development Command (NAVMEDLEADPRODEVCOM).

2. Scope and Applicability. This notice applies to all Navy MSC officers.

3. Background. The MSC Duty Under Instruction (DUINS) Program provides MSC officers an opportunity to meet critical education and training needs. MSC officers who participate in full-time DUINS receive full pay and allowances of their paygrade and the Bureau of Medicine and Surgery (BUMED) pays tuition fees.

4. Training Eligibility

a. Navy Personnel Command (PERS-4415) screens all applicants to ensure they meet requirements for Navy or Department of Defense (DoD) tour-length, field code status, statutory status, and compliance with physical readiness. Any questions regarding waivers should be discussed with the applicant's detailer. Officers should have completed or be able to complete 24 months on station prior to permanent change of station (PCS) if selected for DUINS. Training must begin during AY 2026. To be considered for a DUINS program, the applicant's projected rotation date must be within AY 2026 (but no later than 30 September 2026). For

hybrid programs such as the Master of Healthcare Delivery Science at Dartmouth, that do not require a PCS, no minimum time on station is required; however, officers should have sufficient time remaining in their current billet to complete the DUINS program.

b. Applicants must meet all physical, medical, and administrative readiness requirements to be worldwide assignable.

c. Applicants must not be subject to or pending administrative separation, a civilian criminal conviction, punishment under the Uniform Code of Military Justice (UCMJ), or involved in any type of action or activity considered misconduct.

d. Applicants are preferably in a regular or selected promotion status. PERS-4415 will confirm if applicants are in a failure of selection (FOS) status and are retainable for the duration of the DUINS period and are able to fulfill obligated service as outlined by the Office Community Management, Bureau of Naval Personnel (BUPERS-31) MSC Officer Community Manager (OCM). MSC OCM will review applicants' promotion and retention potential according to the promotion selection board continuation policy. If deemed eligible by the MSC OCM, the DUINS program manager will include the FOS officer's application in the convening DUINS board, and PERS-4415 detailer will initiate PCS waiver as needed.

e. PERS-4415 is responsible for writing orders to MSC DUINS training. Applicants submit requests for report date changes to their Detailer for orders within the prescribed timeline in this notice. Orders to training written and funded by PERS-4415 will not be modified except to support operational missions and requirements.

f. A first and second alternate will be selected (when the number of best and fully qualified applicants support) for each DUINS opportunity. The MSC director has the authority to convene an administrative board that is facilitated by Office of the MSC (BUMED-N01C4) for any unused educational opportunities. Eligibility for the administrative board is as outlined in paragraph 4 and does allow for candidates to reapply for an opportunity if not previously selected. It is recommended that any candidate reapplying for a DUINS opportunity, make substantive changes to their application (additional performance documentation, letters of support, qualifications, education, etc.). If unused DUINS opportunities remain after the initial DUINS board, it is the MSC director's discretion to award the unfilled quotas to BUPERS-31 MSC OCM for use based on the community needs and recommend eligible candidates to include officers gained via redesignation boards (Lateral Transfer and Probationary Officer Continuation and Redesignation). Tracking of those students will still be performed by NAVMEDLEAD-PRODEVCMO throughout the duration of their designated program. BUPERS-31 MSC OCM will coordinate with the MSC Director's office and notify NAVMEDLEADPRODEVCMO when unfilled quotas are utilized. Additionally, unfilled opportunities not able to be used by the OCM for lateral transfer or probationary officer continuation or redesignation will follow the process outlined in subparagraph 4f(2) through 4f(3).

(1) Specialty leader will submit nominations to the MSC OCM after consulting with the PERS-4415 detailers to ensure member meets detailing requirements.

(2) MSC OCM will review and communicate with the MSC director's office for decision.

(3) MSC OCM will inform all stakeholders (specialty leader, detailer, and NAVMEDLEADPRODEVCM) of final decision.

#### 5. Active-Duty Obligation (ADO)

a. Per references (a) and (b), ADO for a Graduate Professional Education (GPE) (fellowship, internship, or residency) is 2 years for the first year or any portion thereof and 6 months for each additional 6 months or portion thereof. If sponsored in a military training GPE program, obligation will be served concurrently, and if in a civilian training GPE program, obligation will be served consecutively.

b. ADO for a long-term healthcare degree program (master or doctoral degree) is 3 years for the first year or any portion thereof, and 6 months for each additional 6 months or portion thereof. An ADO incurred for participation in a military Clinical Psychology Internship Program may be served concurrently with an ADO incurred for the Armed Forces Health Professions Scholarship Program (AFHPSP). All other obligations for a long-term healthcare degree program are served consecutively.

c. Per reference (c) and (d), officers in educational programs at Naval Postgraduate School (NPS) achieving a master level degree 12 months or longer will incur a maximum of a 3-year obligated service after completion of education. Officers in an educational program at NPS achieving a doctoral level degree will incur a maximum of a 5-year obligated service after completion of education. Obligations for attendance at NPS will be served concurrently to any previously acquired obligation unless under immediate graduate education status.

d. Misconduct or a conviction in a civilian or military court prior to commencing or during DUINS may result in immediate disenrollment from a training program, and the student will be responsible for reimbursing the government for the cost of the tuition paid on their behalf.

e. Failure to remain within Navy physical readiness standards may result in disenrollment from a training program, and the student will be responsible for reimbursing the government for all the tuition paid on their behalf.

#### 6. Selection Process

a. The Surgeon General of the Navy convenes the MSC DUINS Selection Board annually via NAVMEDLEADPRODEVCM. The AY 2026 DUINS Board will convene in Fall 2025 to

select officers as primary and alternate candidates for participation in full time out service (FTOS), full-time in service (FTIS), and non-degree programs. Enclosure (1) provides a listing of available opportunities. Individuals may apply for more than one program but not more than two.

b. BUMED N01C4 in coordination with MSC OCM, Medical Officer Assignment, Navy Personnel Command (PERS-4415), and the NAVMEDLEADPRODEVCMDCMD MSC Program manager determines the number of officers to be selected for training prior to the DUINS board after a review of current and projected inventory, end-strength needs, training billet availability, and accession projections from all sources.

c. Per reference (d), selections will be based on quality of application, command endorsement, academic capability, professional performance, promotion potential, physical readiness, and individual assignability to a subspecialty-coded billet for at least one utilization tour following DUINS.

d. Officers will be notified of their selection and the specialty for which selected by their chain of command following the release of the selection list via official tasker (ETMS2).

e. Officers who desire to decline a selection may do so in writing to the Director, MSC via NAVMEDLEADPRODEVCMDCMD (Attention: Head, MSC Programs) within 30 days of receiving official notification to allow timely notification of a selected alternate.

f. The specialty leader endorsement(s) will be sent directly to NAVMEDLEADPRODEVCMDCMD to be included with the package by the prescribed deadline. The specialty leader endorsement may include a number ranking like "My #1 of 3 applications for this program." Ranking prior to the DUINS board is authorized and strongly encouraged to differentiate well qualified candidates.

g. All applications must be forwarded from the MSC DUINS applicant or their specialty leader to [usn.bethesda.navy.med.lead.prodevcmd.list.nmlpdc-msc-duins@health.mil](mailto:usn.bethesda.navy.med.lead.prodevcmd.list.nmlpdc-msc-duins@health.mil) in Portal Document Format (Adobe Acrobat) (PDF) utilizing enclosure (2) or (3) of this notice. Applications will be saved and forward with the name "AY 26 (Sub-Specialty) DUINS Request In Case Of (ICO) Rank First Name and Last Name."

h. Applications missing one or more required documents will receive notification within seven business days from NAVMEDLEADPRODEVCMDCMD and will include the specialty leader in the correspondence. All required elements must be received by the application deadline to be considered complete.

7. Application for Master or Doctoral Degree Programs

a. To apply for FTOS or FTIS degree programs, the applicant must forward an application letter for degree training to the Commanding Officer, Naval Medical Leader and Professional Development Command, Code 1WGPMSC, via the applicant's commanding officer. Enclosure (2) provides a sample DUINS application letter for degree training.

b. The application package must include:

(1) Letter of Request with Endorsements. A letter of request with endorsements from applicant's commanding officer and specialty leader. The specialty leader will forward endorsement directly to NAVMEDLEADPRODEVCMD. The endorsements must include an evaluation of the applicant's aptitude, initiative, and potential for completing the requested training. The commanding officer's endorsement must also include a statement certifying the applicant successfully passed the last physical fitness assessment and does not have legal actions pending. Applications sent directly to NAVMEDLEADPRODEVCMD without commanding officer's endorsements will not be considered.

(2) Motivational Statement. A motivational statement including an explanation of why the applicant is applying for training, their qualifications, the benefit to the Navy and Navy Medicine, and the applicant's anticipated payback tour.

(3) Acceptance Letter from the Educational Institution. A provisional or conditional acceptance letter or statement from the institution indicating the applicant meets the minimum requirements for admission will suffice if the actual acceptance letter cannot be obtained from the college or university to meet the deadline. Only fully accredited universities are acceptable. Online programs and accredited universities on probation are not acceptable.

(4) Resume. A resume of the applicant's professional and academic background.

(5) Transcripts. Copies of transcripts for all completed formal college courses. Certified copies are not required.

(6) Graduate Management Admission Test (GMAT), Graduate Record Examination (GRE), or Academic Profile Code (APC). A copy of either the GMAT or GRE score is required for FTOS master's degree programs. A copy of the APC is required for all NPS programs. Applicants should review program requirements for the institution being considered by the applicant and provide that information with their DUINS package. Test scores must be within 5 years of the DUINS program start date or 2 years for Uniformed Services University of the Health Sciences (USUHS). Please note: Requirements may vary by program.

(7) Program Description and Brochure. A program description to include the title of the curriculum or course desired; a curriculum outline indicating educational emphasis and minor field if applicable; the name and address of the institution; the exact dates of program

commencement and completion; and the estimated costs of tuition, registration fees, and textbooks for each term. Please Note: Cost of textbooks is for record purposes only and is not a reimbursable expense. The program duration calculation must include, as applicable, the residency requirement and the time required to complete an approved thesis or dissertation. FTOS requests must include a university program brochure.

(8) Fitness Reports (FITREP). Official copies from the Official Military Personnel File (OMPF) of the applicant's last 5 years of FITREPs (or all FITREPs since commissioning if less than 5 years). Explain gaps greater than 90 days (e.g., extension letters, concurrent FITREPs, etc.). Ensure all reports submitted have the applicant and reporting seniors' social security number (SSN) redacted.

(9) Physical Readiness Information Management System (PRIMS) Report. Applicants must submit the last 5 years (or all PRIMS reports since commissioning if less than 5 years) of PRIMS reports. Ensure all reports submitted have the applicant's SSN redacted.

(10) Letters of Recommendation. Applicants must submit three letters of recommendation.

(11) Officer Summary Record (OSR) and Performance Summary Report (PSR). Copy of most recent OSR and PSR with SSN redacted.

(12) Additional Supporting Documentation. Applicants may submit any additional supporting documentation (e.g., certificates, awards, etc.).

c. Admission procedures for NPS can be found at:

<http://my.nps.edu/web/admissions/apply>.

(1) NPS does not require a GRE or GMAT score. Candidates must submit an electronic application and forward transcripts to NPS for review and assignment of an APC for the program for which they are applying. Before requesting a NPS program, the applicant should have some experience, if possible, within the specialty being requested, to allow familiarization of the program and specialty requirement.

(2) Officers wishing to attend NPS will submit a completed package to their specialty leader and meet all requirements set in subparagraph 7b.

d. USUHS Master of Health Administration and Policy (MHAP) program can be found at <https://medschool.usuhs.edu/pmb/master-of-health-administration-and-policy>.

(1) An electronic online application, accessed from the USUHS Web site, should be submitted with all required documents for matriculation in the summer or fall of the following

year. Applicants must have a letter of acceptance or a conditional letter of acceptance from USUHS stating the applicant meets minimum requirements for admission before the DUINS board convenes.

(2) A minimum recommended combined verbal and quantitative GRE score is 300. Test scores must be within 2 years of the time of application.

e. Army-Baylor Master of Health Administration (MHA) and Master of Business Administration (MBA) programs can be found at [www.baylor.edu/graduate/mha](http://www.baylor.edu/graduate/mha).

(1) Applicants must have a letter of acceptance or a conditional letter of acceptance from Army-Baylor stating the applicant meets minimum requirements for admission before the DUINS board convenes.

(2) An applicant must have a minimum undergraduate cumulative grade point average (GPA) of 3.0. The minimum acceptable GRE score for the MHA program is 300, while the minimum GMAT score for the MHA program is 525. For joint MHA and MBA students, the minimum acceptable GRE score is 310 while the minimum GMAT score is 575. Applications sent to NAVMEDLEADPRODEVCMDCMD without a GRE or GMAT score will not be considered.

#### 8. Application Procedures for Non-Degree Programs (Director's Training, Fellowships, and Non-Degree Post-Doctoral Certification)

a. Non-degree programs fulfill unique requirements within Navy Medicine on an annual basis. Varying from year to year, they are intended to provide selectees "just-in-time," "state-of-the-art" training to meet a specific need within Navy Medicine. They are usually 1 to 2 years in length and have a predetermined follow-on tour identified.

b. To apply for non-degree programs, the applicant must forward an application letter for degree training to the Commanding Officer, NAVMEDLEADPRODEVCMDCMD, Code 1WGPMSC, via the applicant's commanding officer and specialty leader. Enclosure (3) of this notice provides a sample DUINS application letter for non-degree training.

c. All non-degree program requests must include:

(1) Letter of Request and Endorsements. A letter of request with endorsements from the applicant's commanding officer and specialty leader. The endorsements must include an evaluation of the applicant's aptitude, initiative, and potential for completing the non-degree program. The commanding officer's endorsement must also include a statement certifying the applicant successfully passed the last physical fitness assessment and does not have legal actions pending. Applications sent directly to NAVMEDLEADPRODEVCMDCMD without both endorsements will not be considered for DUINS. If the applicant's specialty differs from the specialty in which the non-degree program is being offered, the applicant will have two specialty leader recommendations: one from the applicant's specialty leader, and one from the specialty

leader sponsoring the non-degree program. The applicant must forward the request in this order: applicant's commanding officer, applicant's specialty leader, and then to the specialty leader sponsoring the non-degree program.

(2) Motivational Statement. Motivational statement including an explanation of why the applicant is applying for the non-degree program, their qualifications, the benefit to the Navy and Navy Medicine, and the applicant's anticipated payback tour.

(3) Resume. A resume of the applicant's professional and academic background. Copies of academic transcripts are not necessary.

(4) Transcripts. Copies of transcripts for all completed formal college courses. Certified copies are not required.

(5) Title of Fellowship or Certification Standards Being Requested. The title of the fellowship or non-degree post-doctoral certification being requested. Applications for multiple fellowships are authorized but no more than two. For non-degree post-doctoral certification requests, include a university program brochure. Online programs and accredited universities on probation are not acceptable.

(6) FITREPs. Official copies downloaded from the OMPF of the applicant's last 5 years of FITREPs (or all FITREPs since commissioning if less than 5 years). Explain gaps greater than 90 days (e.g., extension letters, concurrent FITREPs, etc.). Ensure all reports submitted have the applicant and reporting seniors' SSN redacted.

(7) PRIMS Reports. Applicants must submit the last 5 years (or all PRIMs reports since commissioning if less than 5 years) of PRIMs reports. Ensure all reports submitted have the applicant's SSN redacted.

(8) Letters of Recommendation. Applicants must submit three letters of recommendation.

(9) OSR and PSR. Copy of most recent OSR and PSR with SSN redacted.

(10) Additional Supporting Documentation. Applicants may submit any additional supporting documentation (e.g., certificates, awards, etc.).

9. Application Submission Deadline. Applications for degree and non-degree programs must be received by the applicant's specialty leader by 15 June 2025. Specialty leaders must forward all reviewed packages to Commanding Officer, NAVMEDLEADPRODEVCMDCMD, Code 1WGPMSC, 8955 Wood Road, Bethesda, Maryland 20889-5628 no later than 30 June 2025.

Alternatively, packages may be scanned and e-mailed to [usn.bethesda.navmedleadprodevcmd.list.nmpdc-msc-duins@health.mil](mailto:usn.bethesda.navmedleadprodevcmd.list.nmpdc-msc-duins@health.mil).

NAVMEDLEADPRODEVCMDCMD will reach out to applicants with incomplete applications and if material is not received applications will not be considered by the DUINS board.

10. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned per the records disposition schedules located on the DON Assistant for Administration, Directives and Records Management Division portal page at <https://portal.secnav.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 instruction or the records disposition schedules, please contact the local records manager or the OPNAV Records Management Program (DNS-16).

11. Information Management Control. The reports required in subparagraphs 4d, 7b, and 8c are exempt from reports control per Secretary of the Navy Manual 5214.1 of December 2005, part IV, subparagraph 7p.



M. B. McGINNIS  
Acting

Releasability and distribution:

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MEDICAL SERVICE CORPS ACADEMIC YEAR 2026  
DUTY UNDER INSTRUCTION OPPORTUNITIES

SPECIALTY		PROGRAMS					
Health Care Administration [Degree and Non-Degree total]		Doctor of Philosophy (PhD) [Degree]	ADO	Masters [Degree]	ADO	Non-Degree	ADO
HCA (1800)	7	1 FTOS PhD in Health Policy, Health Services Research, at any accredited university [3 yrs] (HCA applicants only)	5 years	1 FTIS Master of Health Administration and Policy, at Uniform Services University, Bethesda, MD [2 yrs] (HCA applicants only)	4 years	1 FTOS Fellowship General HCA, at Apple, Location TBD [1 yr] (Open to 1800 only)	2 years
				1 FTIS dual Master of Healthcare Administration/Master of Business Administration, at Army Baylor, San Antonio, TX [2 yrs] (Open to all MSC Specialties)	4 years		
				3 FTIS-(Hybrid) Master of Health Care Delivery Science, at Dartmouth College, Hanover, NH [1 yr] (Open to all MSC Specialties)	3 years		
Patient Administration (1801)	3					1 FTIS Director's Training, at Defense Health Agency (DHA), Falls Church, VA [1 yr] (Open to all HCA specialties)  1 FTIS Director's Training, at Assistant Secretary of the Navy (ASN), Manpower and Reserve Affairs (M&RA), Washington, D.C. [1 yr] (Open to all HCA specialties)  1 FTIS Director's Training, at U.S. Transportation Command Surgeon (TCSG), Scott Air Force Base, IL [1 yr] (Open to all HCA specialties)	2 years

Please Note: FTOS Fellowship General HCA, at Apple, Location TBD [1 yr] (Open to 1800 only) pending confirmation of opportunity for AY26.

BUMEDNOTE 1520  
9 May 2025

SPECIALTY		PROGRAMS					
Health Care Administration [Degree and Non-Degree total]		Doctor of Philosophy (PhD) [Degree]	ADO	Masters [Degree]	ADO	Non-Degree	ADO
Medical Logistics (1802)	3			1 FTIS Master of Science in Defense Logistics Management, at NPS, Monterey, CA [12-18 months] (Open to all MSC Specialties)	3 years	1 FTIS Fellowship Medical Logistics, at Customer Service Operations, DLA Troop Support, Philadelphia, PA [1 yr] (Open to all HCA and Pharmacy Specialties)  1 FTOS Fellowship Supply Chain Management, at Apple, Location TBD [1 yr] (Open in 1802 only)	2 years
Information Management and Information Technology (1803)	5	1 FTIS PhD in Information Sciences, at NPS, Monterey, CA [3 yrs] (Open to all MSC Specialties)	5 years	2 FTIS Master of Science in Network Operations and Technology, at NPS, Monterey, CA [21 months] (Open to all MSC Specialties)	3 years	1 Fellowship Information in Technology/Information Management Subspecialty, at BUMED Headquarters, N0931, Falls Church, VA [12 months] (Open to all MSC Specialties)  1 FTOS Fellowship Health Informatics, at Apple, Location TBD [1 yr] (Open to 1803 only)	2 years
Health Facility and Planning (1804)	2					2 FTIS Fellowship, at U.S. Army Health Facility Planning Agency (USAHFPA), Falls Church, VA [1 yr] (HCA applicants only)	2 years

**Please Note:** 1 FTOS Fellowship Supply Chain Management, at Apple, Location TBD [1 yr] (Open in 1802 only) pending confirmation of opportunity for AY26.

BUMEDNOTE 1520  
9 May 2025

SPECIALTY		PROGRAMS					
Health Care Administration [Degree and Non-Degree total]		Doctor of Philosophy (PhD) [Degree]	ADO	Masters [Degree]	ADO	Non-Degree	ADO
Plans, Operations, and Medical Intelligence (1805)	6					<p>1 FTIS Fellowship Medical Operational Planner, at Joint Staff, J-4, Washington, D.C. [1 yr] (HCA or 1850, 1860, or 1861 with the secondary 1805 subspec who intend on filling 1805 billets)</p> <p>1 FTIS Plans, Operations, and Medical Intelligence Internship, at Chief of Naval Operations, Washington, D.C. [1 yr] (HCA or 1850, 1860, or 1861 with the secondary 1805 subspec who intend on filling 1805 billets)</p> <p>1 FTIS Fellowship, Plans, Operations, and Medical Intelligence Internship, at U.S. Fleet Forces Command, Norfolk, VA [1 yr] (HCA or 1850, 1860, or 1861 with the secondary 1805 subspec who intend on filling 1805 billets)</p> <p>1 FTIS Fellowship, at U.S. Pacific Fleet Command, Honolulu, HI [1 yr] (HCA or 1850, 1860, or 1861 with the secondary 1805 subspec who intend on filling 1805 billets)</p> <p>1 FTIS Fellowship, at USMC Headquarters, Washington, D.C. [1 yr] (HCA or 1850, 1860, or 1861 with the secondary 1805 subspec who intend on filling 1805 billets)</p> <p>1 FTIS Fellowship, at Navy Office of Global Health Engagement, Bureau of Medicine and Surgery, Falls Church, VA [1 yr] (1805 primary or secondary subspecialty only)</p>	2 years
Financial Management (3110)	4			<p>1 FTIS Master of Science in Financial Management, at NPS, Monterey, CA [18 months] (HCA applicants only)</p> <p>1 Master of Business Administration, at Syracuse University &amp; Whitman School, Syracuse, NY [2 yrs] (HCA applicants only)</p>	<p>3 years</p> <p>4 years</p>	<p>2 FTIS Resource Management Fellowships, at Naval Medical Center Balboa, San Diego, CA; NMRTC Jacksonville, Jacksonville, FL; Naval Medical Center Camp Lejeune, Camp Lejeune, NC; and Naval Medical Center Portsmouth, Portsmouth, VA [2 yrs] (HCA Applicants only)</p>	2 years

BUMEDNOTE 1520  
9 May 2025

SPECIALTY		PROGRAMS					
Health Care Administration [Degree and Non-Degree total]		Doctor of Philosophy (PhD) [Degree]	ADO	Masters [Degree]	ADO	Non-Degree	ADO
Manpower and Personnel (3130)	4			2 FTIS Master of Science in Manpower Systems Analysis, at NPS, Monterey, CA [21 months] (Open to all MSC Specialties)	3 years	2 FTIS Fellowships, at BUMED N1, Falls Church, VA [1 yr] (Open to all MSC Specialties)	2 years
Operations Research (3211)	1			1 FTIS Master of Science in Operations Research, at NPS, Monterey, CA [27 months] (Open to all MSC Specialties)	3 years		
Clinical Psychology (1840-43)	4					1 FTOS Postdoctoral Fellowship in Child (Pediatric) Psychology, at any accredited university [1 yr]  1 FTOS Postdoctoral Fellowships in Clinical Neuropsychology, at any accredited university [2 yrs]  1 FTOS Director's Training in Operational Psychology, at Naval Special Warfare Development Group, San Diego, CA [1 yr]  1 Postdoctoral Fellowship in Forensic Psychology, at Center for Forensic Behavioral Sciences, Walter Reed National Military Medical Center, Bethesda, MD [2 yrs]	2 years  2 years  2 years  2 years
Physical Therapy (1873)	2	1 FTIS DSc Fellowship in Physical Therapy with an emphasis in Sports Physical Therapy, at Keller Army Hospital-Arvin Sports Physical Therapy Clinic, West Point, NY [2 yrs]  1 FTOS PhD level training in Physical Therapy or appropriate related field (Rehabilitation Science, Sports Medicine, Public Health, Physiology, Neuroscience), at any accredited university [3 yrs]	4 years  5 years				
Occupational Therapy (1874)	2	1 FTOS DSc in Occupational Therapy, at Army-Baylor, San Antonio, TX [2 yrs]	4 years			1 Fellowship in Advance Orthopedics Hand/Upper Extremity Management and Rehabilitation, at Philadelphia Hand to Shoulder Center, Philadelphia, PA [1 yr]	2 years

BUMEDNOTE 1520  
9 May 2025

SPECIALTY		PROGRAMS					
Health Care Administration [Degree and Non-Degree total]		Doctor of Philosophy (PhD) [Degree]	ADO	Masters [Degree]	ADO	Non-Degree	ADO
Dietetics (1876)	1	1 FTIS PhD in Dietetics, at Army-Baylor, at Army-Baylor, San Antonio, TX [3 yrs]	5 years				
Optometry (1880)	2					1 FTOS Residency in Ocular Disease or Vision Rehabilitation, at a Veterans Health Administration (VHA) Hospital or Accredited School or College of Optometry [1 yr]  1 FTIS Fellowship, National Aeronautics and Space Administration (NASA) Human Health and Performance Directorate (HHPD), at Johnson Space Center, Houston, TX. [2 yrs]	2 years  2 years
Pharmacy (1887-88)	2			1 FTIS Master of Science in Defense Logistics Management, at NPS, Monterey, CA [12-18 months]	3 years	1 FTIS Fellowship in Pharmacy Practice, at San Antonio Military Medical Center (SAMMC), San Antonio, TX [1 yr]	2 years
Physician Assistant (1893)	11	1 FTIS DSc in Emergency Medicine, at Army- Baylor, San Antonio, TX [18 months]  2 FTIS DSc in General Surgery Physician Assistant Fellowship, at Brooke Army Medical Center/Army-Baylor, San Antonio, TX [18 months]  2 FTIS DSc in Orthopedic Surgery Fellowship, at Brooke Army Medical Center/Baylor, San Antonio, TX [18 months]	3.5 years			2 FTIS Orthopedic Surgery Fellowship, at Naval Medical Center Portsmouth, Portsmouth, VA [12 months]  2 FTIS Emergency Medicine Fellowship, at Naval Medical Center Camp Lejeune, Camp Lejeune, NC [18 months]  2 FTOS Emergency Medicine Physician Assistant (EMPA) Certification, at any accredited location [12-18 months]	2 years

BUMEDNOTE 1520  
9 May 2025

SPECIALTY		PROGRAMS					
Health Care Scientists [ Degree/Non-Degree total]		PhD [Degree]	ADO	Masters [Degree]	ADO	Non-Degree	ADO
Biochemistry (1810)	1					1 FTOS Graduate Certificate in Applied Biological and Chemical Defense, at the University of Nebraska, Lincoln, NE, and its associated institutions [1 yr] Biochemistry and Microbiology Applicants only	2 years
Radiation Health (1825)	5	1 FTOS PhD in Health Physics or Medical Physics, at any accredited university [3 yrs]	5 years	2 FTOS Master of Health Physics, Medical Physics, or Public Health with radiological related study, at an accredited university [2 yrs]	4 years	1 FTIS Medical Imaging Physics Residency Program, at Naval Medical Center Portsmouth, Portsmouth, VA [2 yrs]  1 FTIS Non-Degree Fellowship in Chemical, Biological, Radiological, and Nuclear Medical Defense (CBRN-MD), Falls Church, VA [1 yr] Open to Radiation Health, Environmental Health, Industrial Health, Biochemistry, Microbiology, and POMI subspecialties	4 years  2 years
Aerospace Experimental Psychology (1844)	1	1 PhD in the field of Industrial / Organizational (I/O) Psychology, at accredited university [3 yrs]	5 years				
Entomology (1850)	1	1 FTOS PhD in Entomology, at any accredited university [3 yrs]	5 years				
Environmental Health (1860)	1	1 FTOS PhD in Environmental or Public Health, at any accredited university [3 yrs]	5 years		4 years		
Industrial Hygiene (1861)	2	1 PhD in Environmental Health Sciences Degree, USUHS, Bethesda, MD [3 yrs]	5 years	1 FTIS Master of Science in Industrial Hygiene or other related sciences, at USUHS, Bethesda, MD [2 yrs]	4 years		
Medical Laboratory Scientist (1865)	2			2 FTIS Master of Science in Immunohematology, at Walter Reed National Military Medical Center, Bethesda, MD, and George Washington University, Washington, D.C. [18 months]	3.5 years		

BUMEDNOTE 1520  
9 May 2025

1. Alternate Option. One qualified alternate may be selected for each training program if quota is met based on competitiveness of fully qualified applicants.
2. Program Numbers. The selection board need not select the quota specified for each training program if there are insufficient fully qualified eligible officers. Individual training quotas may be altered within the maximum prescribed, if and to the extent of best fit to fill for the programs available.

BUMEDNOTE 1520  
9 May 2025

SAMPLE APPLICATION LETTER FOR DEGREE TRAINING

1520  
DD Mmm YYYY

From: Applicant, MSC, USN, 2300  
To: Commanding Officer, Naval Medical Leader and Professional Development Command,  
Code 1WGPMSC, 8955 Wood Road, Bethesda, MD 20889-5628  
Via: (1) Applicant's Commanding Officer  
(2) Applicant's Specialty Leader  
(3) Specialty Leader sponsoring the fellowship (if specialty differs from applicants)  
Subj: REQUEST FOR FULL-TIME DUTY UNDER INSTRUCTION DEGREE TRAINING  
Ref: (a) BUMEDNOTE 1520 of \_\_\_ May 2025  
(b) DoD Instruction 1322.10 of 29 April 2008  
(c) DoD Instruction 6000.13 of 30 December 2015  
Encl: (1) Motivational Statement  
(2) Letter of acceptance or conditional acceptance acknowledging minimum admission requirements  
(3) Professional and Academic Resume  
(4) Transcripts (copy)  
(5) GMAT, GRE scores, or APC verification (copy)  
(6) Program Description (FTOS include university brochure)  
(7) FITREPs (copies of last 5 years with SSN redacted)  
(8) PRIMS Report (last 5 years with SSN redacted)  
(9) Letters of Recommendation  
(10) OSR and PSR (with SSN redacted)  
(11) Additional Supporting Documentation

1. Per references (a) through (c), I request assignment to full-time duty under instruction (DUINS) in (name of program) leading to (type of degree) at (educational institution). This program will begin on (date) and end on (date). Enclosures (1) through (11) are provided in support of this request.

2. I currently serve in the (health care administration, health care science, or health care clinical) community of the Navy Medical Service Corps (MSC). My current billet title is (e.g., fiscal officer, pharmacist, etc.). My duty telephone number is (DSN), (commercial), (mobile), and my e-mail address is \_\_\_\_\_.

Enclosure (2)

Subj: REQUEST FOR FULL-TIME DUTY UNDER INSTRUCTION DEGREE TRAINING

3. I have completed (years) of active military service, of which (years) are active commissioned naval service. I reported to my present duty assignment on (date), and my projected rotation date is (date). I am currently serving (years) of obligated service for (Health Profession Loan Repayment Program, Special Pay, Navy Health Services Collegiate Program, Health Professions Scholarship Program, In-service Procurement Program, etc.).

4. I previously completed the listed DUINS training: (list degree or non-degree training) from (date) to (date).

5. The educational emphasis of the requested program is: [describe in sufficient detail the program content, and for the doctor of philosophy candidate, the area of concentration].

6. The requested program will be conducted at (list the name and address of the training institution).

7. The estimated costs for the requested program, by term, are as listed (not applicable for Baylor or Naval Postgraduate School):

a. Basis for Tuition (Resident or Nonresident)

b. Term or Semester                      Inclusive Dates      Tuition and Itemized Fees (specify)

Fall

Winter

Spring

Summer

Total

8. This paragraph is for the optional use of the applicant to advise the DUINS Selection Board of any information that might not otherwise be available and to clarify any aspects of the application or the applicant's qualifications.

9. To the best of my knowledge and belief, approval of this request will enable me to complete the requirements for the (state the degree) within the allotted time.

10. I agree not to resign or request retirement while attending the training requested. I further agree to serve on active duty after completion of the DUINS period, regardless of whether a degree is awarded, for a period of 3 years for the first year or any portion thereof and 6 months

BUMEDNOTE 1520  
9 May 2025

Subj: REQUEST FOR FULL-TIME DUTY UNDER INSTRUCTION DEGREE TRAINING

for each additional 6 months or any portion thereof per reference (a). For Naval Postgraduate School, I agree to serve on active duty for a period of 3 years total.

11. I understand that should I fail to select for promotion while attending DUINS, I can be removed from the program and re-assigned as deemed necessary by the MSC. I further understand I will incur a service obligation for my periods of residency training, where such residency is required for completion of a particular degree. I further understand the acceptance of my resignation, if submitted after completion of instruction and obligated service incident thereto will be subject to the pleasure of the President of the United States following the terms of my commission.

\_\_\_\_\_  
Full Signature

Please Note: Unsigned or undated application will be returned.

PRIVACY ACT STATEMENT

I understand the Privacy Act of 1974 (P.L. 93-579) as it applies to personal data records maintained on U.S. citizens. My signature acknowledges I am familiar with the statement contained herein and authorizes use of information provided for the purposes listed.

The authority to request this information is contained in Title 5 U.S. Code 301, and departmental regulations. The principal purpose of the information is to enable you to make known your desire for the Naval Medical Leader and Professional Development Command, Code 1WPGMSC to initiate and maintain a training file on your behalf. The information will be used to assist officials and employees of the Department of the Navy in determining your eligibility and for approving or disapproving the education authorization being requested. Completion of this application is mandatory; failure to provide required information may result in delay in response to or disapproval of your request.

\_\_\_\_\_

Date

\_\_\_\_\_

Full Signature

BUMEDNOTE 1520  
9 May 2025

SAMPLE APPLICATION LETTER FOR NON-DEGREE TRAINING

1520  
DD Mmm YYYY

From: Applicant, MSC, USN  
To: Commanding Officer, Naval Medical Leader and Professional Development Command,  
Code 1WGPMSC, 8955 Wood Road, Bethesda, Maryland 20889-5628  
Via: (1) Applicant's Commanding Officer Endorsement  
(2) Applicant's Specialty Leader Endorsement  
(3) Specialty Leader sponsoring the fellowship (if specialty differs from applicants)  
Subj: REQUEST FOR FULL-TIME DUTY UNDER INSTRUCTION FELLOWSHIP OR  
NON-DEGREE CERTIFICATION TRAINING  
Ref: (a) BUMEDNOTE 1520 of \_\_\_ May 2025  
(b) DoD Instruction 6000.13 of 30 December 2015  
Encl: (1) Letter of Request with endorsement  
(2) Motivational Statement  
(3) Professional and Academic Resume  
(4) Title of Fellowship or Non-Degree Post-Doctoral Certification (include university  
brochure for non-degree certification)  
(5) FITREPs (copies of last 5 years with SSN redacted)  
(6) PRIMS Report (last 5 years with SSN redacted)  
(7) Letters of Recommendation  
(8) OSR and PSR (with SSN redacted)  
(9) Additional Supporting Documentation

1. Per reference (a), I request assignment to full-time (name of fellowship or non-degree certification) at (location). This training will begin on (date) and end on (date). Enclosures (1) through (9) are provided in support of this request.

2. I currently serve in the (health care administration, health care science, or health care clinical) community of the Navy Medical Service Corps (MSC). My current billet title is (e.g., fiscal officer, pharmacist, etc.). My duty telephone number is (DSN), (commercial), and my e-mail address is \_\_\_\_\_.

3. I have completed (years) of active military service, of which (years) are active commissioned naval service. I reported to my present duty assignment on (date), and my projected rotation date is (date).

Enclosure (3)

Subj: REQUEST FOR FULL-TIME DUTY UNDER INSTRUCTION FELLOWSHIP OR  
NON-DEGREE CERTIFICATION TRAINING

4. I am currently serving (years) of obligated service for (Health Profession Loan Repayment Program, Special Pay, Navy Health Services Collegiate Program, Health Professions Scholarship Program, In-service Procurement Program, etc.).
5. I previously completed the duty under instructions training listed: (list degree or non-degree training) from (date) to (date).
6. This paragraph is for the optional use of the applicant to advise the duty under instructions Selection Board of any information that might not otherwise be available and to clarify any aspects of the application or the applicant's qualifications.
7. I agree not to tender my resignation or request retirement while attending the training requested. I further agree to serve on active duty after completion of the duty under instructions period, regardless of whether a degree is awarded, for a period of 2 years for the first year or any portion thereof, and 6 months for each additional 6 months or any portion thereof per reference (a).
8. I understand that should I fail to select for promotion while attending duty under instructions, I can be removed from the program and re-assigned as deemed necessary by the MSC. I further understand the acceptance of my resignation, if submitted after completion of instruction and obligated service incident thereto, will be subject to the pleasure of the President of the United States following the terms of my commission.

\_\_\_\_\_  
Full Signature

Please Note: Unsigned or undated application will be returned.

PRIVACY ACT STATEMENT

I understand the Privacy Act of 1974 (P.L. 93-579) as it applies to personal data records maintained on U.S. citizens. My signature acknowledges I am familiar with the statement contained herein and authorizes use of information provided for the purposes listed.

The authority to request this information is contained in Title 5 U.S. Code 301, departmental regulations. The principal purpose of the information is to enable you to make known your desire for the Naval Medical Leader and Professional Development Command, Code 1WPGMSC to initiate and maintain a training file on your behalf. The information will be used to assist officials and employees of the Department of the Navy in determining your eligibility and for approving or disapproving the education authorization being requested.

\_\_\_\_\_

Date

\_\_\_\_\_

Full Signature