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NAVADMIN 094/20

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SUBJ/ACADEMIC YEAR 2021 MEDICAL SERVICE CORPS IN-SERVICE PROCUREMENT PROGRAM  
SELECTION BOARD//

REF/A/DOC/OPNAV/14DEC09//  
REF/B/DOC/USC/13AUG18//  
NARR/REF A IS OPNAVINST 1420.1B, ENLISTED TO OFFICER COMMISSIONING PROGRAMS  
APPLICATION ADMINISTRATIVE MANUAL.  
REF B IS 10 U.S. CODE SECTION 8323.//

RMKS/1. This NAVADMIN solicits applications for the Academic Year (AY) 2021  
Medical Service Corps (MSC) In-Service Procurement Program (IPP) Selection  
Board. The MSC IPP will convene in the fall of 2020.

2. Eligibility criteria, application procedures and requirements are  
outlined in this NAVADMIN, chapters 1, 2 and 6 of reference (a) and Program  
Authorization (PA) 115B, which can be viewed on the NPC website under Officer  
Community Managers, via MyNavy Portal (MNP) at [https://my.navy.mil/quick-  
links.html](https://my.navy.mil/quick-links.html).

3. Applications will be accepted for Health Care Administration (HCA),  
Entomology, Environmental Health, Industrial Hygiene, Medical Laboratory  
Science, Pharmacy, Radiation Health, Social Work and Physician Assistant.

4. Applicants must include a conditional release in their application.

a. Applicants assigned to a nuclear training command or who hold a  
Nuclear Navy enlisted classification (335x, 336x, 338x and 339x) must submit  
an Enlisted Personnel Action Request (NAVPERS 1306/7) form to the Chief of  
Naval Operations, Nuclear Program Manager via their detailee.

b. Applicants not assigned to nuclear programs, listed in subparagraph  
4a, must submit a NAVPERS 1306/7 to their enlisted community manager to  
obtain the conditional release.

5. Applicants for training must provide an acceptance letter from an  
accredited university in line with PA 115B and submit Scholastic Aptitude  
Test, American College Testing, Graduate Record Examination, Graduate  
Management Admission Test, or Pharmacy College Admission Test scores, as  
applicable.

6. Amplifying guidance for the AY-21 MSC IPP Selection Board:

- a. HCA Direct: Must have an accredited masters degree prior to board.
- b. HCA Training: Must include an acceptance letter from either the

Army-Baylor University graduate program in HCA or the masters in HCA and Policy degree at the Uniformed Services University of the Health Sciences.

c. Physician Assistant:

(1) Official transcripts from all attended academic institutions must be requested and sent by the institution directly to the University of Nebraska Medical Center (UNMC) no later than (NLT) 31 July 2020. The UNMC online application provides the appropriate mailing address. Application to UNMC Physician Assistant Program must be initiated online via the WebAdmit/UNICAS system on MNP website at <https://www.mnp.navy.mil/group/career-planning/commissioning-programs> via the MSC IPP, UNMC application link NLT 31 July 2020. No documents need to be uploaded into the WebAdmit/UNICAS system.

(2) Completion of the online application does not qualify as submission of the application. Hard-copy applications must be shipped to Navy Medicine Professional Development Command (NMPDC) by 1 September 2020 (see paragraph 9). Applicants will be notified of their academic eligibility well before the official MSC IPP application deadline.

7. Applicants must not have reached their 42nd birthday by the time of initial appointment and commissioning. Age waivers up to age 48 are available for Physician Assistant applicants only.

8. In line with references (a) and (b), applicants are reminded that to be eligible for voluntary retirement, an applicant appointed as an officer is required to complete 20 years of active-duty service, with at least 10 years of service as an active commissioned officer.

9. Applications must be postmarked by 1 September 2020 and mailed to

Commanding Officer  
Navy Medicine Professional Development Center  
8955 Wood Road  
Bldg 1 16th Floor Rms 16141 16148  
Bethesda MD 20889-5628

All required documentation must be received by 15 September 2020. Detailed application information can be found on MNP at <https://www.mnp.navy.mil/group/career-planning/commissioning-programs> via the MSC IPP Application Information link.

10. Board results will be released at the aforementioned website once approved.

11. Point of contact is Beverly D. Kemp, NMPDC (Code O3C HMDT), who can be reached at (301) 319-4520/DSN 285 or via e-mail at [beverly.d.kemp.civ@mail.mil](mailto:beverly.d.kemp.civ@mail.mil).

12. This NAVADMIN will remain in effect until superseded or 30 September 2021, whichever occurs first.

13. Released by Vice Admiral John B. Nowell, Jr, N1.//

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