

BREAKOUT 4 CAREER WAYPOINTS (C-WAY) 1 hour

(SLIDE 2)

Enabling Objectives:

STATE the purposes of Career Waypoints in accordance with Navy Military Personnel Manual, NAVPERS 15560 (Series)

LIST the personnel affected by the Career Waypoints process

DESCRIBE the Career Waypoints processes

LIST the Career Waypoints options

ASSESS the Career Waypoints timeline requirements

DEFINE the Career Waypoints algorithm

LIST the Career Waypoints tasks

COMPLETE JOIN (Job opportunities in the Navy) survey

(SLIDE 3)

1. Career Waypoints is a program to help Sailors make informed decisions about their personal and professional career opportunities by placing the power of Navy Career Management Systems at their fingertips

a. Is a centralized reservation system that requires all Sailors E-3 to E-6 with less than 14 YOS to receive authorization from BUPERS to reenlist or extend

b. A tool that allows CCCs and Sailors to determine "best match" of qualified ratings that may be of interest to them, and provide the highest rate of success for both the Sailor and the Navy

c. Manages rating manpower

d. Promotes advancement opportunities

e. Streamlines the conversion process

f. Shapes the Navy's manning to effectively meet mission requirements

(SLIDE 4) CWAY SEAOS TIMELINE (3-2-1)

1. Applications are not processed until 13 months prior to SEAOS.

3 Options: IN rate, Conversion, SELRES

2 Options: Conversion, SELRES

1 Option: SELRES

(SLIDE 5) CWAY PRD TIMELINE

1. PRD Applications are processed at 12, 11, and 10 months prior to PRD only. If denied the following occurs:

a. Remain in place (move PRD to match SEAOS)

b. Execute short term extension (STE) if eligible without CWAY quota IAW 1160-040

c. Transfer with shorter obliserv (12 mo vice 24mo)

d. Transfer with approved retainability waiver

(SLIDE 6)

1. C-Way processes:
 - a. Qualify Sailor for ratings
 - b. Submit application via C-Way
 - c. Deadline will be 2359 Central Standard Time on the last day of each month
 - d. No resets prior to the last two business days of the month
 - e. Submit 13 months prior to S/EAOS
 - f. Submit 12 months prior to PRD

(SLIDE 7)

1. Show example of CWAY in rate application

(SLIDE 8)

1. C-Way timeline requirements:
 - a. List upcoming applications
 - b. Qualify Sailors
 - c. Submit in accordance with timeline
 - d. Ensure 100% on-time submission
2. C-Way algorithm:
 - a. CO's Recommendation, Pay Grade (Present and Frocked), Evaluation, Critical NEC
3. RIDE algorithm:
 - a. Uses ASVAB, legal, citizenship and medical criteria to determine score/trait requirements
 - b. Ranks the jobs for which the applicant is qualified, based on the needs of the Navy
 - c. For specific algorithm explanation, see the User Guide on the C-Way website:
<http://www.public.navy.mil/bupers-npc/career/careercounseling/Pages/C-WAY.aspx>

(SLIDE 9)

1. Normal processing of C-Way applications begins 13 months prior to S/EAOS and 12 months prior to PRD
 - a. Exceptions are for Sailors applying for special programs
2. Applicants will be compared each month with Sailors in their YG and EMC
 - a. Applicants will be compared no less than 8 times for active duty quota
 - b. Applicants will have 3 additional looks for SELRES
3. Sailors in competitive ratings should provide three rating conversion choices

(SLIDE 10) CONVERSIONS

1. Sailors must be fully qualified for the ratings they are selecting IAW MILPERSMAN 1306-618 and in C-Way Reenlistment MILPERSMAN 1160-140
2. Retesting of AFCT may be required prior to submission of C-Way application
3. Applicants can apply for SELRES if denied final active between 5 and 3 months of (S/EAOS)

(SLIDE 11) APPROVAL PROCESS

1. C-Way approval process by pay grade:
 - a. E-6: Sailors with less than 14 years of service who desire to reenlist and have command approval, will be given reenlistment approval with a "VALID" application on their first application look
 - b. E-5 and below:
 1. **Open reenlistment**: EMC aggregate manning is less than 98%
All eligible and command approved reenlistment E-5 and below Sailors will receive approval on their first "Valid" application.
 2. **Balanced reenlistment**: EMC is between 98% and 102%
Processing will be based on the manning of their YG.
Sailors in undermanned YG will receive approval on their first "Valid" application.
Applicants will be compared with peers in their YG and EMC based on rank, performance evals and critical NECs.

(SLIDE 12) APPROVAL PROCESS (CONT)

3. **Competitive reenlistment**: EMC is greater than 102%
Sailors in skill sets that are over manned or have special requirements (i.e. nuclear ratings)
Applicants will be compared with peers in their YG on rank, performance evals and critical NECs
4. C-Way skill set list is updated quarterly and can found on the C-Way website
5. Monthly reenlistment/ conversion quotas for each rate are assigned by the Enlisted Community Manager (ECM) based on YG

(SLIDE 13)

1. Show CNAV by Skill Set chart

(SLIDE 14)

1. Special evaluations will be accepted to regain Reenlistment eligibility and to meet professional growth criteria. Example: Evals needed after an "SP" Eval, must have two graded evals (Promotable or higher) to enter C-Way for reenlistment
2. If a Sailor is not recommended for retention, submit the application and annotate the reason
3. Possible C-Way results
 - a. Reenlist in-rate
 - b. Tentatively approved for conversion
 - c. SELRES only
 - d. Conversion with SELRES
 - e. Denied final active (separate at S/EAOS)

(SLIDE 15)

1. Official C-Way notification will be posted in C-Way once approved by N13
 - a. Approved quotas will be assigned expiration dates and are valid for 13 months from the processing month
2. C-Way REEN In-Rate quotas may be extended by the cognizant ECM for the following reasons:
 - a. Selective Reenlistment Bonus (SRB)/ Critical Skills Retention Bonus (CSRB)
 - b. Deployment
 - c. Projected Rotation Date (PRD) shifts
 - d. Legal/medical
 - e. School graduation
3. ECMs may extend the expiration date up to 180 days maximum
4. Conversion quotas has no expiration date

(SLIDE 16) CWAY PACT

1. C-Way PACT will auto generate partially populated applications for PACT Sailors who are:
 - a. 12 months Time on Board (TOB) first permanent duty station
 - b. After at least 12 months at their first permanent duty station PACTs can submit for "RED" or "A School" and if Time in Rate eligible can submit for NWAE
2. RED quotas are preferred since the Sailor:
 - a. Designated in the same month
 - b. Will have a career path and take the NWAE as a rated E-3 when eligible
 - c. CCC's and PACT Sailors are encouraged to research and review gapped billets at their command and apply for ratings with gaps which benefit both the command and the Sailor

(SLIDE 17) CWAY PACT (CONT)

1. Show PACT REGA quota table found on NPC website

(SLIDE 18) CWAY CHECKLIST

1. Monitor PACT Sailors, use C-Way
2. Conduct CDBs for all C-Way personnel
 - a. Review ASVAB scores
 - b. Identify are retesting and conversion procedures
 - c. Improve identified weak areas with academic skills training
 - d. Identify eligibility for rate conversions in C-Way (to available ratings)
 - e. Ensure each Sailor has an Individual Career Development Plan (ICDP)
3. A monthly review of applications must be done for all personnel who have not received final C-Way results
 - a. Update changes to evaluations, PRIMS, NJP, etc.
 - b. Review conversion quotas monthly per Sailor

(SLIDE 19) C-Way QUOTA RETURN BUTTON

Applications with a status of Approved, Approved Direct Conversion and Approval A-School have the following new items at the bottom of the screen:

- (1) Quota Return Reason Code drop down list
- (2) A check box to vouch that the Page 13 has been submitted
- (3) A Return Quota action button
- (4) The return quota action button is disabled until the user selects a Quota Return Reason and check the check box
- (5) When the Return Quota action button is clicked, the user will be required to add a Sailor

Note. When this has been done, the application status will be updated to Approved- Revoked or Denied Final Active depending on the Sailor's month to SEAOS.

(SLIDE 20)

1. JOIN (Job Opportunities in the Navy) survey
 - a. Access survey via NPC website
 - b. A survey which assists the Sailor in determining jobs that best suit them based on interests, etc.
 - c. Results of the survey feeds into the Sailor's algorithm for "best match ratings"

(SLIDE 21) - C-WAY "FAIL TO SUBMITS" AND COMMON MISTAKES

1. Fail to Submits
 - a. Sailor reports mid-month
 - b. Sailor reports at EOM
 - c. Sailor reports with a "FTS" from last CMD

2. Common Mistakes
 - a. Not correctly filling out the SAAR Form
 - b. Not checking the PACT quota tables online
 - c. Requesting resets on the last two days of the month
 - d. Letting your account expire
 - 60 days Locked
 - 90 Days Archive

(SLIDE 22) C-Way PITFALLS

1. Invalid SPEC CIRC Apps
 - a. Greater than 24 months to SEAOS, no reason to submit
 - b. To avoid Failed to Submit applications (FTS)
 - c. All PRD looks denied
2. Open rating, convert only applications
3. Maximize conversion options
4. Not reading notes on denied applications
5. Not submitting required paperwork (SF 86 etc)
6. Failing to execute approved quotas (over 5,000 yr)
7. SAAR Forms (use C-Way guidance)
8. Improper Reenlistment
9. PACT
 - a. be conscious of quota limits & billets onboard
 - b. Maximize choices
 - c. Year group cycle

(SLIDE 23) CWAY TAKE-AWAYS

1. Involvement is key - Provide forthright communication with your Chain of Command and CCCs during Career Development Boards (CDB)
 - a. Be aware of timelines for requirements (C-WAY applications & CDBs)
 - b. Verify your C-WAY applications and CDBs
2. Be aware of your rate's community health (manning levels)
3. Determine your priorities: Staying Navy or staying in your rate
4. Consider conversion options
 - a. Prepare for conversion well before CAREER WAYPOINTS window (ASVAB requirements, etc.)
 - b. Utilize your resources (CCCs, COC, C-WAY website, etc.)
 - c. Quota expirations (13 months, change to SEAOS, or Current)
 - d. Enlistment Date (CED) for Conversion approvals-ACV)
2. If separating, consider SELRES affiliation (future RC>AC opportunity)

(SLIDE 24) CWAY CONTACTS

DSN 882
C-WAY Office: 901-874-2102
Director: CDR Bennington 901-874-2869
Deputy: Earl Salter 901-874-2826
LCPO: PSC Dusek 901-874-2488
NCC Davis 901-874-2078
PS1 Headley 901-874-4341
NC1 Hoppe 901-874-4326
Website: <https://careerwaypoints.sscno.nmci.navy.mil>

(SLIDE 25) QUESTIONS

(SLIDE 26-33) BACK UP SLIDES