

MILPERSMAN 1133-061

PRIOR SERVICE RE-ENLISTMENT ELIGIBILITY - RESERVE (PRISE-R) PROGRAM

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References	(a) COMNAVCRUITCOMINST 1130.8K (b) OPNAVINST 1100.4C (c) SECNAVINST 1770.3D (d) RESPERS M-1001.5 Navy Reserve Military Personnel Manual
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1. **Purpose.** This article, along with references (a) through (c), provides policy and guidance for the management of the Prior Service Re-enlistment Eligibility - Reserve (PRISE-R) Program.

2. **Background.** The PRISE-R Program is a Reserve accession program that allows Navy veterans (NAVET) and other service veterans (OSVET) to affiliate and enlist with the Selected Reserve (SELRES) into available ratings as set forth by Naval Education and Training Command (NETC) fiscal year (FY) recruiting goals, policies, training guidance, and revisions (as applicable). Bureau of Naval Personnel (BUPERS), Reserve Enlisted Community Management Branch (BUPERS-352) administers PRISE-R availability based on community and rating health, and coordinates PRISE-R "A" and "C" school training with NETC, Supply Chain Operations (N3).

a. Individuals will be accessioned into the Navy Reserve by Navy Recruiting Command (NAVCRUITCOM), in coordination with BUPERS-352, and counted against Reserve Component end-strength. This program is funded under the Reserve Personnel, Navy appropriations.

b. **Definitions**

(1) **NAVET.** Per reference (a), NAVETs are applicants whose last tour of active duty or active duty for training (ADT) was in the U.S. Navy or Navy Reserve, have been discharged or released for more than 24 hours, and who completed a minimum of 12 consecutive weeks of active duty or ADT.

(2) **OSVET.** Per references (a) and (b), OSVETs are prior service veterans whose last tour of active duty or ADT was in a military branch of service other than the U.S. Navy or Navy Reserve, and who completed a minimum of 12 weeks of active duty or ADT.

(3) **Entry Rating.** For the purpose of this instruction, the entry rating is defined as the rating and rate that the NAVET previously held at discharge, as reflected in Navy personnel systems. OSVETs do not have an entry rating so they will enter as a non-rated seaman (SN), regardless of military occupational specialty.

(4) **Temporary Rating.** For the purpose of this article, the temporary rating is defined as the rating to which the NAVET or OSVET is requesting to convert upon accession.

(5) **Permanent Rating.** For the purpose of this article, the temporary rating becomes the permanent rating when the NAVET or OSVET successfully completes all requirements for conversion.

3. **Program Requirements.** Applicants must meet basic enlistment eligibility and rating-specific requirements, as well as program requirements listed in reference (a), which include the following:

a. must be in pay grades E-3 through E-6, and within the following time in service (TIS) criteria as calculated from their adjusted pay entry base date upon enlistment:

Pay Grade	TIS from PEBD
Designated E-3	Fewer than 8 years
E-4	Fewer than 10 years
E-5 & E-6	Fewer than 16 years

b. have no previous nonjudicial punishment or convictions in civilian or military courts within the previous 48 months.

c. break in service cannot exceed 10 years.

d. NAVETs and OSVETs may apply for any temporary rating with an available PRISE-R affiliation quota as determined by BUPERS-352 and coordinated with NAVCRUITCOM.

e. NAVETs or OSVETs who previously enlisted under PRISE-R and failed to make their temporary rating their permanent rating will only be considered on a case-by-case basis based upon the needs of the Navy, as determined by BUPERS-352.

f. NAVETs who did not serve a minimum of 24 months in their permanent rating will only be considered on a case-by-case basis based upon the needs of the Navy, as determined by BUPERS-352.

4. **Program Obligation.** All Service members must obligate in the SELRES (drill pay status) for a minimum of 4 years from the date of enlistment or affiliation, unless waived by BUPERS-352, based upon the needs of the Navy. If the Service member accepts an authorized bonus for the requested conversion rating, the Service member must be able to obligate in the SELRES (drill pay status) for a minimum of 6 years from the date of enlistment or affiliation. Conversion to another rating will only be considered after a PRISE-R Sailor has served a minimum of 24 months in the Sailor's permanent rating, and is solely based upon the needs of the Navy.

5. **Training Requirements.** PRISE-R Program requirements will be outlined on NAVPERS 1070/613 Administrative Remarks <http://www.public.navy.mil/bupers-npc/reference/forms/NAVPERS/Pages/default.aspx> per enlistment contract annexes. Service members will be required to complete an "A" school or "A" and "C" school (as applicable), or participate in the Navy-wide advancement examination and achieve a passing score to make the new rating permanent.

a. **Service School Requirements**

(1) For ratings that require service school training, PRISE-R accessions will receive ADT orders for either "A" and or "C" school per contract annexes.

(2) Sailors guaranteed "A" and or "C" school must report to the required school within 18 months from the date of affiliation. Coordination is required by the Sailor, the Navy Reserve activity (NRA), and Commander, Navy Reserve Forces Command (COMNAVRESFORCOM), Training Department (N7) to ensure sufficient "A" and "C" school seats are available to meet the demand and to ensure the Sailor is actively pursuing PRISE-R Program requirements.

(3) Changes to Course Convene Dates within 18 Months

(a) In cases where the Sailor is unable to attend the scheduled convene date, the Sailor must initiate convene date change request per COMNAVRESFORCOM guidance.

(b) Changes to course convene dates may be requested by the Sailor and submitted for approval to COMNAVRESFORCOM (N7) on a case-by-case basis. COMNAVRESFORCOM (N7) will ensure that changes to course convene dates are closely coordinated with NETC (N3) and BUPERS-352 (as necessary). The NRA must submit Sailors' requests for changes no less than 30 calendar days prior to the course convene date. Requests made less than 30 calendar days will only be considered under extenuating circumstances.

(c) In cases where a scheduled convene date is changed, other than requested by the Sailor, the NRA must inform the Sailor of the convene date change.

(4) "A" or "C" School Extensions Beyond 18 Months

(a) An extension may be granted by COMNAVRESFORCOM (N7) on a case-by-case basis if a Sailor is not able to report to the required "A" and or "C" school within 18 months of affiliation. Requests from the Sailor must be submitted via the NRA to COMNAVRESFORCOM (N7) no later than 60 days prior to program expiration.

(b) Extension Request Package. Sailors must initiate extension requests through their NRA to COMNAVRESFORCOM via PRISE-R portal accessible through the Navy Reserve Homeport.

(5) If accelerated advancement at "A" and or "C" school applies, see MILPERSMAN 1430-010.

(6) Failure to Complete Pipeline Training

(a) Sailors in "A" and or "C" school who fail to attend within the first 18 months, fail to complete or fail for academic or administrative reasons will either be force-converted, or reverted to their entry rating, as determined by BUPERS-352, based upon the needs of the Navy. NRAs will transfer Service members who are not force-converted or who do not continue service in the SELRES to the Individual Ready Reserve (IRR) "not recommended for re-affiliation" within 30 calendar days of failure in their entry rating. Refer to paragraph 6 of this article for additional guidance.

(b) Sailors who fail to complete "A" and or "C" school for disciplinary reasons will be processed for administrative separation per MILPERSMAN 1910 articles. Sailors involved in incidents requiring disciplinary actions while at "A" or "C" school will be adjudicated at the training command.

(c) Sailors failing to complete "A" and or "C" school due to an injury, illness, or disease will follow guidelines established in reference (c) for requesting medical hold (MEDHOLD) orders or line of duty (LOD) benefits. The NRA medical department representative (MDR) will be notified of the Sailor's medical status while on orders (as applicable); medical department representative will follow up on or initiate the LOD process upon the Sailor's return from "A" or "C" school. Navy Personnel Command (NAVPERSCOM), MEDHOLD, LOD, and Medical Retention Review Division (PERS-95) will determine whether the Service member will receive medical care while on active duty under MEDHOLD orders, or be released from orders and receive care under the LOD Program. Future PRISE-R status will depend upon final medical determination.

(d) PRISE-R Sailors who successfully complete "A" school but **fail to complete a required follow-on "C" school** will lose their original bonus eligibility, if at the time of affiliation, the bonus was contingent upon successful completion of "C" school.

b. Non-Service School Requirements

(1) Personnel accepted into a rating that does not require "A" or "C" school must complete lateral conversion (e.g., boatswain's mate third class (BM3) to logistics specialist third class (LS3)) prerequisites, as described in paragraph 5b(2) below, within 18 months from date of enlistment or affiliation, unless modified by waiver from COMNAVRESFORCOM, Manpower and Personnel (N1).

(2) PRISE-R personnel accepted into a rating that does not require "A" or "C" school have two Navy-wide advancement examination cycles within their first 18 months of affiliation to make their rating permanent by achieving a passing score for the pay grade of their temporary rating (e.g., BM3 in the temporary rate and rating of LS3 takes the LS3 examination, and upon achieving a passing score makes LS3 the permanent rate and rating). PRISE-R personnel whose entry pay grade is E-3, and thus must participate in the E-4 advancement exam of their temporary rating, and achieve a passing score, make the temporary rating permanent (e.g., YNSN in the temporary pay grade and rating of LSSN achieves a passing score on the LS3 examination, makes LSSN the permanent rating and pay grade). However, if an E-3 passes the E-4 advancement exam **and** meets all eligibility requirements for advancement to the next pay grade, the Sailor's temporary rating is made permanent at the next higher pay grade (e.g., YNSN in the temporary rating and pay grade of LSSN passes the LS3 exam and meets all eligibility requirements for advancement to LS3 makes LS3 the permanent rate and rating). All other personnel under the PRISE-R Program are not eligible for advancement until their rating is made permanent. Participants who fail to achieve a passing score by the end of the second exam cycle must transfer to the IRR in their entry rating.

(3) Failure to complete any of the program requirements within the required timeframe or prior to reaching high year tenure, whichever is earlier, must result in Service member's termination from the PRISE-R Program. NRAs will transfer Service members to the IRR "not recommended for re-affiliation" within 30 days of failure.

6. **Reversion Requests**

a. All reversion requests for PRISE-R Sailors that fail to make their temporary ratings permanent and desire to remain in a pay status must be submitted by the Sailor via the NRA to BUPERS-352 for adjudication. In cases where a Service member failed to complete required training, the reversion request must be submitted within 30 calendar days of failure date. Service members may remain in a pay status pending BUPERS-352 adjudication of request.

b. Requests must contain (at a minimum) NAVPERS 1306/7 Electronic Personnel Action Request <http://www.public.navy.mil/bupers-npc/reference/forms/NAVPERS/Pages/default.aspx>, supporting documentation (including the original accession documentation), and NRA endorsement.

c. Disapproval from BUPERS-352 requires Service members to be transferred to the IRR "not recommended for re-affiliation" within 30 calendar days of BUPERS-352 disapproval notification.

7. **SELRES Participation.** The NRA will annotate the 4 or 6-year drill obligation in Navy Standard Integrated Personnel System (NSIPS) with the appropriate mandatory drill code "4" and military obligation designator "6." Per reference (d), article 1001-010, Sailors who fail to comply with satisfactory participation requirements are subject to administrative separation processing and prorated recoupment of the PRISE-R bonus upon becoming an unsatisfactory participant. MILPERSMAN 1910-158 outlines administrative separation processing guidance for unsatisfactory participants.

8. **Incentives**

a. PRISE-R Sailors may be eligible to receive an enlistment bonus if enlisting for a period of 6 years in eligible ratings. Bonus eligible ratings, amounts, and payment types are promulgated via COMNAVRESFORCOM message.

b. Failure to complete the terms of the incentive obligation, service obligation, or both will result in termination of the bonus entitlement. Unless a waiver of recoupment is approved by the Secretary of the Navy (SECNAV), Sailors whose bonus eligibility is terminated are responsible to

repay all or a portion of the bonus based on the amount of time served in the SELRES. Waivers of recoupment, in whole or in part, will be submitted to SECNAV via COMNAVRESFORCOM (N1) for adjudication.

9. **Program Management.** COMNAVRESFORCOM, Force Retention and Career Resources (N15) will monitor PRISE-R Sailors from initial SELRES gain date through completion of SELRES obligation. Minimum tracking requirements include the following:

- a. all PRISE-R Sailors categorized by assignment of mandatory drill code "4," military obligation designator "6," and mobilization assignment status code "TRP;"
- b. conversion Navy enlistment classification (NEC);
- c. temporary rating assignment;
- d. date of affiliation;
- e. obligated service;
- f. 18-month window for beginning "A" School;
- g. date reservation made for "A" School;
- h. "A" or "C" School class convening date;
- i. "A" or "C" School completion date;
- j. retention data; and
- k. status of ability to attend training (i.e., Government travel charge card and uniforms issuance) including mobilization status code.

10. **Tracking and Reporting of PRISE-R with "A" School Enlistments.** "A" school seats are allocated in the training requirements module application by BUPERS-352 in coordination with NETC (N3) and COMNAVRESFORCOM (N7). Other vacancies are limited in quantity and availability. It is, therefore, critical that NAVCRUITCOM, COMNAVRESFORCOM (N7), NETC (N3), NRAs, and the individual Sailor coordinate scheduling and reservation efforts to ensure "A" school requirements are

identified as early as possible and all available seats are scheduled and utilized. This ensures the Sailor receives the required training and minimizes missed training opportunities and extension requests.

11. **Mobilization Assignments.** Once a rating has been made permanent, the mobilization assignment status code "TRP" should be removed and the Sailor may be mobilized to a billet requiring their new permanent rating. Service members who have deferments for involuntary mobilization under other Navy policies will continue to be exempt under the guidelines of those policies.

12. **Roles and Responsibilities**

a. **NAVCRUITCOM** will:

(1) closely coordinate PRISE-R accession planning with NETC (N3) and BUPERS-352, providing a monthly list of PRISE-R affiliations to BUPERS-352;

(2) identify and process qualified applicants for accession into the PRISE-R Program per this article;

(3) document the following requirements of the PRISE-R Program in reenlistment documents:

(a) assignment of a temporary pay grade in the designated conversion rating (NAVET personnel with their entry rating and subsequent (temporary) rating (e.g., MMFN (ITSN), MM3 (IT3)). OSVET personnel will be assigned the non-rate of SN upon entry and a subsequent (temporary) rating (e.g., SN (IT3));

(b) obligated service;

(c) enlistment or affiliation bonus (if applicable);

(d) conditions for payment and recoupment;

(e) specification of PRISE-R as accession program;

(f) "A" and or "C" school guarantee (if applicable);

(g) "A" school requirements or "A" school waiver provisions (if applicable); and

(h) PRISE-R applicants with guaranteed "A" and or "C" school must be informed of their obligation to attend their "A" school, "C" school, or both by signing NAVPERS 1070/613 stating their understanding of the requirement.

(4) document PRISE-R Sailors' acquisition codes. NAVCRUITCOM will identify PRISE-R applicants in the Web-based NAVCRUITCOM Accession Management System using unique identifier fields and codes to differentiate PRISE-R applicants. For tracking purposes, the Web based system will indicate the conditions of the enlistment contract as "A" school, "C" school, or both as guaranteed, not required, or waived by the enlisted community manager; and

(5) ensure submission of a monthly report of all PRISE-R accessions to BUPERS-352, COMNAVRESFORCOM (N1), and NETC (N3) for program management.

b. **BUPERS-352** will:

(1) input PRISE-R "A" and or "C" school requirements in training requirements module based on the projected accession goals through the future year defense plan. Closely coordinate PRISE-R accession planning with NAVCRUITCOM, Operations Department (N3), NETC (N3), and COMNAVRESFORCOM;

(2) adjudicate waiver and reversion requests within 10 working days of receipt; and

(3) provide NETC (N3) recommended FY PRISE-R quotas by available ratings. Coordinate with NAVCRUITCOM available PRISE-R quotas by rating, and update quota allocation as directed in NETC's FY recruiting goals, policies, and training guidance, and any subsequent revisions.

c. **NETC (N3)** will:

(1) spread the "A" and or "C" school requirements for PRISE-R applicants based on the approved student input plan, and (as necessary) assist in obtaining additional quotas from unused Active Component (AC) and Full Time Support (FTS) seats 30 calendar days prior to convening, providing this information to

COMNAVRESFORCOM (N7), BUPERS, Enlisted Community Management Division (BUPERS-32), BUPERS-352 (FTS), and NAVCRUITCOM; and

(2) provide a monthly update of available school seats with applicable convene dates to BUPERS-352 and COMNAVRESFORCOM.

d. **COMNAVRESFORCOM (N7) and (N1)** will:

(1) coordinate "A" school assignments for PRISE-R Sailors guaranteed "A" school (COMNAVRESFORCOM, (N7));

(2) coordinate course convene date change requests with NETC (N3) and NETC, Learning and Development Division (N7);

(3) provide adjudication for extension requests as required within 10 working days (COMNAVRESFORCOM (N7));

(4) approve billet assignment for PRISE-R Sailors in their temporary rating (COMNAVRESFORCOM (N1));

(5) initiate bonus payment (if eligible) upon notification from the NRA (COMNAVRESFORCOM (N1));

(6) initiate bonus recoupment upon receipt of bonus termination letter from NRA (COMNAVRESFORCOM (N1)); and

(7) track all Sailors currently in the PRISE-R Program (COMNAVRESFORCOM (N1)).

e. **Reserve Component Command (RCC)** will:

(1) assign a regional PRISE-R coordinator as liaison between the NRAs and COMNAVRESFORCOM (N1) and COMNAVRESFORCOM (N7);

(2) track all PRISE-R Sailors in the region and provide monthly updates to COMNAVRESFORCOM (N1) and COMNAVRESFORCOM (N7);

(3) review all documentation from the NRA providing endorsement and forward within 10 working days to COMNAVRESFORCOM (N1);

(4) ensure the NRA assigns the temporary rating, temporary NEC, and mobilization assignment status code "TRP" (COMNAVRESFORCOM (N1)); and

(5) ensure the NRA completes the PRISE-R checklist for each PRISE-R Sailor (COMNAVRESFORCOM (N1)).

f. **Gaining NRA** will:

(1) appoint (in writing) an AC/FTS Sailor to act as the PRISE-R command sponsor. PRISE-R command sponsor will use [PRISE-R Gain Checklist](#) to track and monitor each PRISE-R Sailor at the NRA until program completion. PRISE-R command sponsor will retain completed [PRISE-R Gain Checklists](#) on file for 24 months. PRISE-R command sponsor will report status updates to regional PRISE-R coordinator monthly;

(2) ensure the NRA training department explains the process for completing "A" and or "C" school;

(3) refer to reference (d), article 1100-050 for strength gain guidance. PRISE-R Sailors must be gained in their entry rating or as a non-rated as is the case with OSVETs who are gained as an SN. Once gain is posted to NSIPS, the entry rating or non-rate must be changed to the temporary rating;

(4) ensure electronic service record entries for NAVET personnel are entered with their entry rating and subsequent (temporary) rating (e.g., MMFN (ITSN), MM3 (IT3)). OSVET personnel will be assigned the non-rate of SN upon entry, and a subsequent (temporary) rating (e.g., SN (IT3));

(5) assign PRISE-R accessions the mandatory drill code "4," military obligation designator "6," and mobilization assignment status code "TRP;"

(6) request conversion NEC via NAVPERS 1221/6 Navy Enlisted Classification Change Request, <http://www.public.navy.mil/bupers-npc/reference/forms/NAVPERS/Pages/default.aspx> from NAVPERSCOM, Enlisted Placement Management Branch (PERS-4013). Refer to reference (d), article 1221-010 for additional guidance;

(7) submit a request for ADT orders for PRISE-R Service members with guaranteed "A" and or "C" school to attend the assigned "A" and or "C" school to COMNAVRESFORCOM (N7) within 30 calendar days following the Service member's first drill weekend. Refer to the Catalog of Navy Training Courses for required prerequisites and documentation. Request must be made per COMNAVRESFORCOM (N7) guidance;

(8) submit ADT orders to "A" and or "C" school via Navy Reserve Order Writing System;

(9) conduct a career development board for PRISE-R Sailors within 60 calendar days of accession and again at 6 months after accession:

(a) address "A" and or "C" school scheduling with individuals guaranteed "A" and or "C" school and

(b) 6 months after accession, the NRA will complete written counseling for Sailors who have not attended "A" and or "C" school, and begin "A" and or "C" school waiver or extension submission (if applicable).

(10) track NEC removal requests. Submit NAVPERS 1221/6, NEC request with supporting documentation (including accession documentation) "A" and or "C" school completion certificates, and enlisted qualifications history entry to NAVPERSCOM (PERS-4013) with information copy to COMNAVRESFORCOM (N1). Request removal of conversion NECs upon successful conversion or failure to complete all requirements;

(11) notify COMNAVRESFORCOM (N15) and BUPERS-352 after successful completion of all PRISE-R requirements;

(12) initiate inactive duty training (IDT) orders in IDT Order Writer, assigning Sailor to local operation support unit with a projected rotation date no greater than 6 months from date of SELRES gain; and

(13) ensure Sailor is applying for a billet within Sailor's temporary rating utilizing Career Management System-Interactive Detailing.

(14) During their first career development board, ensure PRISE-R Program Sailors with guaranteed "A" and or "C" school must document via NAVPERS 1070/613 their understanding of their obligation to attend "A" and or "C" school on the date to be coordinated with and assigned by COMNAVRESFORCOM (N7) within 18 months of affiliation.

13. **Adjudication Authority.** The table below summarizes adjudication authorities:

Overall Policy	Office of the Chief of Naval Operations (OPNAV), Military Personnel, Plans, and Policy (N13)
Approval authority for all PRISE-R applicants	NAVCRUITCOM
Recruiting issues and enlistment contracts	NAVCRUITCOM
Approval authority for disenrollment requests, waivers, needs of the Navy assignment, conversion, and reversion rating requests	BUPERS-352
"A" school convene date assignments and changes	COMNAVRESFORCOM (N7)
SELRES Issues/procedures/personnel monitoring/extensions	COMNAVRESFORCOM
"A" and "C" school seat quota management	NETC (N3)