

MILPER Number: 24-205

**Proponent
DACH-PEZ**

**Title
Fiscal Year 2024 (FY24) Active Component (AC) U.S. Army Chaplain Corps (CHC)
Advanced Civil Schooling (ACS) Advisory Panel**

...Issued:[28 May 2024]...

- A. AR 165-1, (Army Chaplain Corps Activities), 5 Mar 24.
 - B. AR 350-1 (Army Training and Leader Development), 10 Dec 17.
 - C. AR 350-100 (Officer Active Duty Service Obligations), 21 Jul 23.
 - D. AR 600-8-29 (Officer Promotions), 9 Sep 20.
 - E. AR 600-8-104 (Army Military Human Resource Records Management), 29 Jun 23.
 - F. AR 621-1 (Advanced Education Programs and Requirements for Military Personnel), 11 Dec 19.
 - G. DA Pam 600-3 (Officer Professional Development and Career Management), 3 Apr 19.
1. This MILPER message expires 30 Dec 24.
 2. This message announces requirements and administrative instructions for the Fiscal Year 2024 (FY24), Academic Year (AY) 2025-2026, Advanced Civil Schooling (ACS) Advisory Panel.
 3. The Chaplain ACS Advisory Panel will recommend chaplains for Family Life, Ethics, Bioethics, World Religions, Homiletics, and Comptroller. Chaplains who meet the requirements

may be eligible for consideration. The FY24 ACS Advisory Panel convenes on or about 16 Sep 24 and recesses on or about 20 Sep 24.

4. Chaplains who submit a completed application packet by 8 Aug 24 and meet the following criteria are eligible for consideration:

a. Pursuant to reference f, para. 6-4, must be Regular Army (RA) on active duty and serving in the RA at the time of application and selection.

b. Chaplains must either have been selected for Promotion to Major (MAJ) or currently serving as a MAJ. Chaplains awaiting Promotion Selection Board (PSB) results for promotion to Major may apply for ACS, pending the PSB results.

c. Chaplains must have a current security clearance, no derogatory information, or Flag on file.

d. Chaplains must not have accepted or attended resident ILE.

e. Chaplains must be a graduate of the Chaplain Captain Career Course (CCC).

f. Chaplains must not have accepted, enrolled, attended, or graduated from the Advanced Civilian School (ACS) Program (an MA degree from an other-than ACS venue does not disqualify an officer from attendance).

g. Chaplains must not be considered in the primary promotion zone for promotion to Lieutenant Colonel (LTC) for a minimum of four years from the ACS program start date.

h. Chaplains must have earned a degree from an accredited undergraduate institution with a minimum 2.5 grade point average (GPA).

i. Chaplains must have a current (within the last five years) Graduate Record Examination (GRE) scores on file. Family Life applicants are exempt from this requirement; however, it is highly recommended that they have GRE scores on file.

j. Chaplains applying for comptroller positions will take the Graduate Management Admission Test (GMAT) instead of the GRE, with a minimum score of 500.

k. Chaplains must have no more than seventeen

(17) years of Active Federal Service (AFS) as 30 Sep 24 prior to the school start date.

Chaplains incur an active duty service obligation (ADSO) of three (3) days for every one (1) day

spent in graduate school.

l. Chaplains must be available to begin ACS in Spring 2025. If unavailable due to a permanent change of station (PCS) or operational mission requirements, chaplains may be considered for a one-year deferment if ADSO date does not exceed MRD or extend to the PZ to LTC. Deferment considerations must be approved by the Personnel Branch Chief prior to application submission date.

m. Chaplains must be willing to serve a 24-month utilization tour following completion of ACS.

n. Chaplains must not have more than 17 (seventeen) years of Active Federal Service (AFS) upon entry into the ACS Program.

5. Chaplains must meet the standards for the ACS program as outlined in AR 621-1, Advanced Education Programs and Requirements for Military Personnel. A completed application packet for consideration will include the following documents:

a. A DA Form 4187 signed by the Command Chaplain or equivalent, and a Commander in the rank of Lieutenant Colonel (LTC) or above.

b. Memorandum of interest for the ACS track to the President, FY24 Advanced Civil Schooling (ACS) Advisory Panel.

c. Memorandum/letters of recommendation to the President of the Panel from a Chaplain in the rank of LTC or COL, highlighting the chaplain's potential for a particular ACS track. Applicants for Comptroller will receive a memorandum of recommendation from Chaplain (COL) David E. Wake, Assistant Director for Resources, Office of the Chief of Chaplains (OCCH), david.e.wake.mil@army.mil. Applicants for Family Life must complete an in-person or virtual interview with a Chaplain Family Life Training Center Director or Deputy Director who will submit a memorandum of recommendation.

d. Academic transcript for the highest degree earned.

e. Most recent Academic Evaluation Report (AER).

f. Last three (3) Officer Evaluation Reports (OER).

g. Submit GRE or GMAT scores (minimum score of 500) taken within the past five (5) years.

6. Chaplains must choose either ACS or resident ILE.

7. Pursuant to references c and f, chaplains participating in ACS incur an active-duty service obligation (ADSO) (must serve three (3) days for every day of schooling) and the requirement to serve a utilization tour following ACS. Participating officers will sign an ADSO agreement, which must be returned to the Personnel Actions Officer within thirty (30) days of selection.

8. The Chaplain Major Career Manager will review all ACS packets to ensure eligibility has been met prior to packet validation.

9. Any exceptions to policy must be approved by the Personnel Branch Chief.

10. Chaplains must submit completed applications IAW the following timeline:

a. Application Suspense is 8 Aug 24.

b. Applications Certified on 5 Sep 24.

c. Board Convenes on or about 16 Sep 24 and recesses on or about 20 Sep 24.

d. Primary and Alternates notified on or about 1 Oct 24.

e. For those selected, Summer and Fall Advanced Education Programs Branch (AEPB) packet suspense to Personnel Actions is 30 Jan 25.

f. Request for Orders (RFO) published for Summer and Fall assignments around Mar 25.

g. Winter AEPB Packet Suspense to PER Actions.

h. RFOs published on or about 9 Oct 25.

i. HRC AEPB Packets Approved (Spring 2025 School Date) on or about 9 Oct 25.

11. Chaplain Branch POC is Chaplain (LTC) John “Fent” Smith, Personnel Actions Officer, DSN 734-9236, commercial 803-751-9236, or email john.f.smith294.mil@army.mil. Contact your Chaplain Branch Career Manager directly, with eligibility and declination questions and concerns. The Chaplain Points of Contact (POC) directory is located at: <https://www.hrc.army.mil/content/Chaplain%20Branch>.

