

Create a Personnel Action Request (PAR)

- Use the PAR Action “Admin Records Correction” and the PAR reason “Other”
- Input “B.O.P.” under PAR Data for “Other Type”
- Enter the following information in the “More Information” block:
 - (A) I hereby apply for the FY2026 NCOLCoE and SGM-A Fellowship Program. I understand I cannot compete for any other program listed at <http://www.hrc.army.mil/bop>.
 - (B) I understand I may be required to reimburse the U.S. Government the costs of training, if I voluntarily or involuntarily fail to complete the Master’s Degree chosen, or the required service obligation.
 - (C) I understand I am not eligible to compete for CSL or a nominative assignment until after successful completion of the Masters Degree Program and three years as an instructor at the NCOLCoE and SGM-A. Selection on CSL or nominative list during the 3rd year of instructor requirement will normally result in PCORD/report date for assuming CSM/nominative duties being after the 3rd year of instructor requirement being fulfilled.
 - (D) My email address is: xxxxxxx.x.xxxxxxx.mil@army.mil
 - (E) My degree path preference is: (Leadership studies or defense and strategic studies).

The screenshot shows the 'Step 1 of 4: Request Data' form. At the top right is a green 'Save' button. The form is divided into several sections:

- Effective Date:** 01/31/2023
- PAR Action:** Admin Records Corrections
- PAR Status:** Draft
- PAR Reason:** Other
- Eligibility Status:** Not Required

Soldier Data

UIC	W3QTA1	UIC Description	W3QT USASMA SMC DIRECTORATE
Component	Active	Category	ACMS-Force Structure Unit-Avail Pers
Rank	SGM	Grade	E9
Duty Status	Present for Duty		

PAR Data

*Effective Date: 01/31/2023

*Other Type: B.O.P.

More Information

(A) I hereby apply for the FY2024 NCOLCoE and USASMA Fellowship Program. I understand I cannot compete for any other program listed at <http://www.hrc.army.mil/bop>.

(B) I understand I may be required to reimburse the U.S. Government the costs of training, if I voluntarily or involuntarily fail to complete the Master's Degree with Penn State/Syracuse University or the required service obligation.

(C) I understand that I am not eligible to compete for CSL or a nominative assignment until after successful completion of the Master's Degree Program and three years as an instructor at the NCOL CoE and USASMA.

- Attach documents listed on the Fellowship Application Checklist
- Route PAR through your Battalion and Brigade to the following UDL:
 - **AC_HRC_ENL_Sergeant_Major_Actions Active Enlisted Sergeant Major**