

APPENDIX A

ELIGIBILITY REQUIREMENTS

PURPOSE: Use the questions under minimum and specialized experience to determine an applicant's eligibility for HQUSACE Sponsored long-term training. Applicants who do not meet minimum and/or specialized requirements should see subparagraph 8c, Waivers.\*

SECTION I. MINIMUM (M) EXPERIENCE REQUIREMENTS FOR ALL PROGRAMS

M1. Is the applicant permanently assigned to a GS-11 or higher level position?

\_\_\_\_\_ Yes: Proceed to question M2.

\_\_\_\_\_ No: STOP. The applicant is ineligible for HQUSACE LTT.\*

M2. Is the applicant serving under a career appointment?

\_\_\_\_\_ Yes: Proceed to specialized experience requirements for applicable program.

\_\_\_\_\_ No: STOP. Proceed to question \*

M3. Is the applicant serving under a schedule A appointment?

\_\_\_\_\_ Yes: Proceed to question M4.

\_\_\_\_\_ No: STOP. The applicant is ineligible for HQUSACE LTT.\*

M4. Does the schedule A appointment have a time limitation?

\_\_\_\_\_ Yes: STOP. The applicant is ineligible for HQUSACE LTT.\*

\_\_\_\_\_ No: Proceed to question M5.

M5. Does the applicant have three years civilian service under the Schedule A appointment?

\_\_\_\_\_ Yes: Proceed to specialized experience requirements for applicable program.

\_\_\_\_\_ No: STOP. The applicant is ineligible for HQUSACE LTT.\*

\*NOTE: If the applicant does not meet eligibility requirements, see subparagraph 8c, Waivers.

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SECTION II. SPECIALIZED (S) EXPERIENCE REQUIREMENTS

a. Mission Related Graduate Program

S1. Will the applicant have 4 years of civilian service from the time he/she entered into civilian service until the program start date?

\_\_\_\_\_ Yes: Proceed to Question S2.

\_\_\_\_\_ No: STOP. The applicant is ineligible for this program.\*

S2. Will the applicant have one year of USACE civilian experience from the time he/she entered into civilian service until the program start date? (Do not count time spent as an intern towards this requirement.)

\_\_\_\_\_ Yes: The applicant is eligible for this program.

\_\_\_\_\_ No: STOP. The applicant is ineligible for this program.\*

b. Planners and Project Managers Program

S3. Will the applicant have 4 years of civilian service from the time he/she entered into civilian service until the program start date?

\_\_\_\_\_ Yes: Proceed to question S4.

\_\_\_\_\_ No: STOP. The applicant is ineligible for this program.\*

S4. Will the applicant have two of the four years in a planning, project management or related technical function from the time he/she entered into civilian service until the program start date? (Do not count time spent as an intern towards this requirement.)

\_\_\_\_\_ Yes: Proceed to question S5.

\_\_\_\_\_ No: STOP. The applicant is ineligible for this program.\*

S5. Will the applicant be working in a planning, project management or related technical function at the time of nomination?

\_\_\_\_\_ Yes: The applicant is eligible for this program.

\_\_\_\_\_ No: STOP. The applicant is ineligible for this program.

\*NOTE: If the applicant does not meet eligibility requirements, see subparagraph 8c, Waivers.

c. Water Resources and Environmental Law

S6. Will the applicant have 4 years of civilian service from the time he/she entered into civilian service until the program start date?

\_\_\_\_\_ Yes: Proceed to question S7.

\_\_\_\_\_ No: STOP. The applicant is ineligible for this program.\*

S7. Will the applicant have one year of USACE civilian service from the time he/she entered into civilian service until the program start date?

\_\_\_\_\_ Yes: The applicant is eligible for this program.

\_\_\_\_\_ No: STOP. The applicant is ineligible for this program.\*

d. Coastal Engineering Education Program

S8. Will the applicant have 4 years of civilian service from the time he/she entered into civilian service until the program start date?

\_\_\_\_\_ Yes: Proceed to question S9.

\_\_\_\_\_ No: STOP. The applicant is ineligible for this program.\*

S9. Will the applicant have one year of USACE civilian service from the time he/she entered into civilian service until the program start date?

\_\_\_\_\_ Yes: The applicant is eligible for this program.

\_\_\_\_\_ No: STOP. The applicant is ineligible for this program.

\*NOTE: If the applicant does not meet eligibility requirements, see subparagraph 8c, Waivers.