

# PROCESSING AND SHIPPING CHANGES



In order to relieve some restrictions throughout the Field for processing of new applicants, the following exceptions are effective immediately until further notice:

**School Closure Letters:** Authorized to be used for **DEP-In Only** for processing of High School Seniors (in place of the required Will-GRAD Letter) and for previous high school graduates who have lost or misplaced their graduating credentials. Command must site final graduation credentials prior to shipping the Future Sailor to Recruit Training.

**Police Record Checks (PRCs):** Not required for NF Shippers.

**NF, HM, and EA Workforce Shippers:** scheduled to ship between now and the end of May 2020 should already have their final High School Transcripts as a part of their initial DEP-in records. Final transcripts are required as a part of their shipping record going to RTC.

**NF, HM, and EA 11S Shippers:** NRC N35 is working with the ECMs and Program Managers for a plan for current NF, HM, and EA 11S Future Sailors in DEP, in the event various school systems do not reopen this school term.

**NSO/NSW:** Suspended initial PST requirements for DEP-in and the 14-day requirement prior to shipping. The Warrior Challenge Shop is reviewing other options to help better access applicants and shippers prior to DEP-in and shipping to RTC.

**Court documents for applicants processing that require a command level waiver:**

Commands are to thoroughly interview the applicant requiring a waiver; document details of the interview on the applicant Waiver Briefing sheet, to include the waiver decision by the waiver authority. EPDS will ensure the Background Investigation Report (BIR) is reviewed, via the BIR website, within 3 working days following the applicant DEP-in to ensure details match the applicant disclosures and written statements taken during the waiver process. All waiver documents must be uploaded into PRIDE. Court documents are required prior to shipping, provided the courthouses are open and allowing access to the records department by Field recruiters.

**Applicants with a Major Misconduct/Felony (400-series):** Not authorized to process without the required arresting officer report and court documents. Commands are authorized to continue processing 400-series applicants whom we can provide the required arresting officer report and court documents.

**EB-LRP:** CNRC released an addendum to the most recent EB-LRP message. Future Sailors whose ship dates were changed beyond 31 May 2020, at the convenience of the Navy, are allowed to maintain their EBSHP and LRP entitlements. Classifiers shall use, on the EB SOU, the EB-LRP message DTG 191620Z for Future Sailors affected by this move. All other DEP-in should use the February 2020 EB-LRP message DTG of 290400Z FEB 20.