**The following nine items should be consolidated, in order, into a single PDF document titled: LASTNAME\_FIRSTNAME\_CY25\_CFP\_APPLICATION EXAMPLE: PULLER\_CHESTY\_CY25\_CFP\_APPLICATION**

1. NAVMC 11000 PRIVACY ACT STATEMENT completed and signed.

2. AA FORM with name, EDIPI, grade, current position title, organization address, work telephone number, email address, home address, and home telephone number. The following statement must be included on the AA Form for AC and AR Marines: “I understand the Congressional Fellowship Program requires 54 months of time in service starting from my report date. I agree to remain on active duty for at least three years after completion of my fellowship. I agree not to tender resignation or request early curtailment, separation, or retirement while participating in the program. I further understand that this obligation is to run concurrently with any obligation previously incurred."

3. COMMAND ENDORSEMENTS through the first general officer (Wing, Division, or MLG equivalent) as appropriate.

4. SECURITY CLEARANCE VERIFICATION LETTER

5. REPORTING SENIOR ASSESSMENT of applicant qualifications for the fellowship.

6. PERSONAL STATEMENT TO THE FELLOWSHIP BOARD explaining the applicant’s motivations for applying to the program, the relevance of the fellowship to career goals, and how the fellowship will be utilized. (No more than 1 page)

7. 750-1000 WORD PERSONAL STATEMENT indicating specific goals for and interest in attending George Mason University's Schar School of Policy to receive a Master's in Public Policy (MPP).

8. TWO LETTERS OF RECOMMENDATION for the applicants to attend the George Mason University's Schar School of Policy.

9. UNOFFICIAL TRANSCRIPT(S) for ALL prior university work.

10.. MASTER BRIEF SHEET (MBS)

11. RESUME with service history, civilian education, military education, military decorations, and personal data to include name and age of spouse and children (maximum 2 pages).

Completed packages are due to HQMC MMOA by **SUNDAY, 6 AUGUST 2023 AT 2359 EST.** Please refer to MARADMIN 334/23 OR 335/23 for submission criteria.

CY25 CFP APPLICATION ICO (LAST NAME, FIRST NAME).

The anticipated date for interviews is 28-31 August 2023 for Officers. Ensure any dates of interview non-availability, or any limitations on SVTC capability.

Officer packages are due to MMOA-3 IAW the CCLEB/CPIB MARADMIN.