

**MILPER Message Number  
22-136**

**Proponent  
AHRC-ORD-D**

**Title  
FY23 U.S. Army Human Resources Command Professor Of Military  
Science (PMS) Centralized Selection Board – (COL / LTC / MAJ)**

**...Issued:[4/20/2022 11:01:19 AM]...**

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- A. AR 623-3 (Evaluations Reporting Systems), 14 June 2019.
  - B. AR 600-8-29 (Officer Promotion), 9 September 2020.
  - C. AR 600-9 (The Army Body Composition Program), 28 June 2013.
  - D. AR 600-8-104 (Army Military Human Resource Records Management), 7 April 2014.
  - E. MILPER Message 21-213, 15 Jun 21, subject: Elimination of Department of Army (DA) Photos, and Race, Ethnicity and Gender Identification Data for Officer, Warrant Officer, and Enlisted Department of the Army Centralized Selection Boards.

1. This message expires on 31 May 2023.
2. This program is open to highly motivated Regular Army and United States Army Reserve (USAR)/Active Guard Reserve (AGR) Officers in the ranks of Colonel, Lieutenant Colonel (Promotable), Lieutenant Colonel, Major (Promotable) and Major. Current Battalion Commanders in their second year of command, and former Battalion Commanders, may compete, provided requirements established in paragraph 7 (below) are met. However, slating and assignment of current and former Battalion Commanders selected for the program will be subject to operational requirements and priorities as defined by the Chief of Staff of the Army's Active Component Manning Guidance and branch specific Former Battalion Commander requirements.
3. The U.S. Army Human Resources Command (HRC) Reserve Officers' Training Corps (ROTC) Professor of Military Science (PMS) Centralized Selection Board (CSB) will convene at U.S. Army Human Resources Command (HRC), Fort Knox, Kentucky from 8 - 12 August 2022 to select the best-qualified field grade Officers available for PMS duty.

4. The FY23 PMS board will be an “Opt-In” board during which Officers will utilize the AIM2 Portal, submit paper preference sheet (Active Component CONTROLLED and Reserve Component officers only), and the “My Board File (MBF)”. An “Opt-In” board means an Officer must take action to be considered.

a. Eligible Regular Army Officers must log into their AIM2 Portal at <https://aim.hrc.army.mil/> and choose to compete for PMS by “Opting In”. All eligible Active Component officers will be able to access the PMS Opt-In website on AIM2 from 16 May – 17 June 2022. Once logged into the AIM2 Portal, select the “My Information” link, then select the “My Selection Preferences” link. After Opting-In Officers will be able to submit their Physical Fitness Certification form and their Preferences by rank-ordering academic institutions within the Portal. AIM2 is the only method for Active Component officers to submit the Physical Fitness Certification form and Academic Institution Preferences. Officers will receive an automated email upon successful AIM2 Portal submission. Officers should contact their respective Career Manager if they have difficulty accessing the AIM2 Portal. Officers who do not log into the AIM2 Portal and submit both their Physical Fitness Certification form and Preferences will not be considered by the FY23 PMS selection board. Incomplete submissions will be deleted after the AIM2 Portal closes.

b. Eligible USAR AGR Officers must submit a PMS preference sheet and Physical Fitness Certification form NLT 17 June 2022 (no exceptions) to their HRC Talent Manager. Eligible officers can obtain the PMS preference sheet and Physical Fitness Certification form from their Talent Manager or the Cadet Command website at [https://www.cadetcommand.army.mil/cadre\\_info.aspx](https://www.cadetcommand.army.mil/cadre_info.aspx), select the “Organization” tab, and then select the “For Cadre/Staff” tab. PMS preference sheets and Physical Fitness Certifications will not be accepted if unsigned or submitted after 17 June 2022. Officers who fail to submit the PMS preference sheet and Physical Fitness Certification form by 17 June 2022 to their Talent Manager will not be considered by the FY23 PMS Centralized Selection Board. The preference sheet will be used to align the best qualified officers to their preferred academic institution. Officer Preference will be taken into consideration; however, the needs of the Army will take precedence as required. Once the PMS Preferences and Physical Fitness Certification form have been accepted by the Talent Manager and all the qualifications outlined in paragraph 7(a-i) are met, officers are considered eligible to compete in the PMS selection board.

5. Requirement to disclose physical fitness certification:

a. The Physical Fitness Certification form located at [https://www.cadetcommand.army.mil/cadre\\_info.aspx](https://www.cadetcommand.army.mil/cadre_info.aspx) is the only authorized document that will be considered by the selection board. If any document other than the certification form is uploaded, the officer will be subject to removal from the eligible roster and the officer’s file will not be presented to the board. In order to be considered,

this form must be completed and uploaded into AIM2 by Active Component Officers or submitted to the Talent Manager by Reserve Component Officers. Statements of Physical Readiness sent to iPERMS will be deleted.

b. The Physical Fitness Certification will help determine if officers are physically fit, able to lead formations, and meet all Army standards of military bearing and appearance IAW AR 600-9.

6. All known PMS positions that will become vacant before December 2023 will be boarded and slated for summer 2023 report dates. Some vacancies may require an earlier report date, which will be coordinated with the PMS selectee, Cadet Command and HRC. View the entire vacancy list at [https://www.cadetcommand.army.mil/cadre\\_info.aspx](https://www.cadetcommand.army.mil/cadre_info.aspx), select the "Organization" tab, and then select the "For Cadre/Staff" tab.

7. Officers interested in competing for PMS duty must meet the requirements below for consideration by the PMS selection board:

a. Active Component Officer serving as a COL or LTC(P) in Cohort Year Groups 1997-2000 (Reserve Component COL and LTC (P) are not eligible for PMS consideration) and LTC, MAJ (P) or MAJ in Cohort Year Groups 1998-2008.

b. Reserve Component LTCs with no more than 4 years' time in grade as of 15 September 2023; and able to complete at least 2 years in the position prior to Mandatory Removal Date (28 years), all MAJ(P), and MAJs with no more than 6 years' time in grade, or previous non-select for promotion to LTC as of 15 September 2023.

c. MEL 1 for COL and LTC(P) only; LTC, MAJ(P), and MAJ must have completed all phases of Intermediate Level Education prior to the start of the board without exception.

d. Possess an Advanced Degree, Masters or higher NLT 20 July 2022 (no exception).

e. Possess moral attributes and personal traits for a position of prestige in an academic community.

f. Available for Academic Year (AY) 2023 permanent change of station (PCS) move, available to report for duty NLT 15 September 2023.

g. Mandatory Removal Date (MRD) no earlier than 1 October 2026 for COL and LTC(P) and 1 September 2026 for LTC, MAJ(P), and MAJ (no exception).

h. No pending adverse action.

i. ARSOF officers are encouraged to apply; however, selection for a PMS position is

subject to operational requirements.

j. FA30 (Colonel and LTC/P) officers may apply provided they have 24-36 months' Time in Grade and 24 months of rated time in current grade within a hard coded FA30 position. However, selection for a PMS position is subject to operational requirements.

k. CY and EW officers (Colonel and LTC) are encouraged to apply. Majors may apply provided they have 18 months rated KD time in current grade. However, selection for a PMS position is subject to operational requirements.

8. Due to operational considerations and the needs of the Army, the following Officers are ineligible to compete:

a. Current Professors of Military Science or former Professors of Military Science who have previously completed a three-year tour.

b. School of Advanced Military Studies (SAMS) planners who have not completed their tier one utilization tour.

c. Officers who have been selected for Senior Service College (SSC) but not yet attended. Further, officers who are newly selected for SSC in FY22 will be removed from consideration or slating as a PMS.

d. Specific AMEDD (MC, DC, VC) Officers.

e. Chaplains.

f. Cyber Officers (see restrictions as stated in paragraphs 7j and 7k).

g. Explosive Ordnance Disposal Officers (AOC 89E).

h. Finance Officers.

i. Judge Advocates.

j. Strategic Intelligence Officers (COL and LTC(P) only).

k. FA26 Network/Information Engineers.

l. FA40 Space Operations Officers.

m. FA46 Public Affairs Officers.

n. FA47 Academy Professors.

o. FA48 Foreign Area Officers.

- p. FA49 Operations Research/Systems Analysis Officers.
- q. FA50 Force Management Officers.
- r. FA51 Acquisition Officers.
- s. FA52 Nuclear and Counter Proliferation Officers.
- t. FA57 Simulation Operations Officers.
- u. FA58 Marketing Officers.
- v. FA59 Strategic Plans and Policy Officers (Active Component only).

9. Any officer selected by the board who subsequently receives a Branch/Functional Area Transfer through the Voluntary Transfer Incentive Program (VTIP) after the results of the FY23 PMS CSB are published, and transfer into one of the ineligible categories outlined in paragraph 8 will be released from the PMS list for assignment within the new Branch/Functional Area.

10. Officers in the following categories should consider not to opt-in or may be administratively eliminated from consideration:

a. Officers who plan to be considered for SSC. Officers newly-selected for SSC in FY22 will be removed from consideration or slating as a PMS. Officers who prefer PMS service to SSC should opt out of the SSC Board.

b. Officers in the rank of Lieutenant Colonel that become promotable to Colonel prior to or after the PMS board convene date and not in Year Group 1997 – 2000 are ineligible for PMS at either the Colonel and Lieutenant Colonel level.

c. If an officer attends CAP24 as a potential O5 or O6 Commander, and that officer is found Not Yet Ready for Command (NYRFC) at CAP24, they will be administratively removed from PMS consideration.

11. Officers serving in a joint duty assignment (JDAL), where the tour length is 36 months, must complete 22 months in the joint assignment prior to departing to assume PMS duties. Officers serving in a joint duty assignment that require a Secretary of Defense waiver to depart (will have less than 22-months of credit) are ineligible to compete for a PMS position. Officers serving in an OCONUS joint assignment with a tour length of 24-months or less may compete for a PMS position.

12. Career Managers and Talent Managers will confirm receipt and completion of packets with each officer before the board convenes. The officer bears responsibility in ensuring their Career Manager can see and has receipt of their completed documents in AIM2 (if Active Component) or directly with their Talent Manager if Reserve Component.

13. Each officer must have their Army Military Human Resource Record (AMHRR) updated to ensure that the most current and accurate information is available to the PMS board. Code 09 (complete-the-record) Officer Evaluation Reports (OER) are not authorized for this board. The following materials must be in the PMS selection board file:

- a. Updated Officer Record Brief (ORB) (AIM2/board version).
- b. Official undergraduate and postgraduate degree transcripts (no exceptions).
- c. All Evaluation Reports.

14. Evaluation reports.

a. Senior raters should provide a current and accurate evaluation for officers considered by the selection board. HRC will carefully screen evaluations for format inconsistencies or impermissible content. To that end, the suspenses listed below are established to ensure sufficient processing time prior to the board convene date. Senior raters retain the authority to submit regular reports up to 90 days from the thru date of the report, as specified in AR 623-3, para 3-9a(9)(f). Senior raters may consider submitting an optional OER based upon intervening suspenses as appropriate in order to ensure it is seen by the board. Reminder, optional reports are at the discretion of the rating chain.

b. In order to be considered by the board, all mandatory or optional OER / Academic Evaluation Reports (AER) must be received, generally error free, by the HRC Evaluations Branch NLT 1 August 2022. To ensure reports are received at HRC by this date, commanders at all levels must ensure any applicable evaluation reports for eligible officers are expeditiously processed.

c. OERs will be prepared on the appropriate DA Form 67-10 series OER form within the Evaluation Entry System (EES) and submitted to HRC via EES. If unable to access and submit evaluations within EES, hard copy DA Form 67-10 series OERs can be prepared and mailed to: Commander, USA HRC, Attn: AHRC-PDV-ER, 1600 Spearhead Div Ave, Dept #470, Fort Knox KY 40122-5407. Access to EES is available at the following link: <https://evaluations.hrc.army.mil>. If unable to access EES, DA Form 67-10 series OERs can be obtained from the Army publishing directorate's webpage at the following link: <https://armypubs.army.mil/>.

(1) Sending OERs by email is only for deployed units or deployed rating officials and should only be used for deployed units who created .pdf-f evaluations outside of EES. A standard operating procedure covering process for scanning and emailing OERs from deployed units is available upon request.

(2) All non-deployed units or rating officials with ink-signed or older version forms not compatible with EES must mail printed OERs to Commander, USA HRC, Attn: AHRC-PDV-ER, 1600 Spearhead Division Ave, Dept# 470, Fort Knox, KY 40122-5407.

d. Reports error free received by HRC Evaluations Branch for processing by 1 August 2022 will be placed in the officers' AMHRR and their board file prior to board voting. This suspense date is for receipt of evaluations by HRC Evaluations Branch, not for submission to AMHRR. If an evaluation is seen as working in the Evaluation Reporting System (ERS) with a received by date of 1 August 2022 or earlier and the evaluation is error free, it will be completed in time for the selection board.

e. Officers with missing Evaluations from their AMHRR should first check EES. This will identify any evaluations not completed (either on hold or rejected) due to errors. Officers with questions about OER policy or procedural matters can contact Evaluations Branch for resolution at either commercial (502) 613-9019, DSN 983-9019 or: [usarmy.knox.HRC.mbx.tagd-eval-policy@army.mil](mailto:usarmy.knox.HRC.mbx.tagd-eval-policy@army.mil).

f. AERs.

(1) AERs prepared on November 2015 dated forms having "THRU DATES" of 31 August 2019 and earlier must be mailed hard copy to CDR, USA HRC, ATTN: AHRC-PDV-ER, 1600 Spearhead Division Ave, Dept #470, Fort Knox, KY 40122-5407. Emailing of AERs is not authorized and will not be accepted. DA Form 1059 series AERs, dated NOV 2015 will no longer be utilized for AERs with a THRU date of 1 September 2019 or later. DA Form 1059 series AERs dated NOV 2015 received having a THRU date of 1 September 2019 or later are invalid and will not be processed.

(2) AERs prepared on March 2019 dated forms are prepared by using EES or on a fillable .pdf-f version form. Only the military school or institute of training that issued the AER is authorized to upload and submit the completed AER in EES, do not send AERs to Career Managers or iPERMS.

(a) Effective 1 December 2019, DA Form 1059 or DA Form 1059-2 AERs dated MAR 2019 will be initiated, processed, and submitted using EES. There are no exceptions or alternate means for submission of these AERs. E-mail and hard copy submissions of a DA Form 1059 or DA Form 1059-2 AER will be considered invalid and will not be processed by HRC.

(b) DA Form 1059-1 AERs dated March 2019 .pdf-f forms are the only reports authorized to use the AER File Upload tool in EES.

g. Career Managers, board support personnel, and Interactive Personnel Electronic Records Management System (iPERMS) support personnel are not authorized to place any evaluations directly into the AMHRR. All evaluations must process through the HRC Evaluations Branch using normal processing channels into the AMHRR where it will be viewable by the board. OERs that are not labeled (and profiled) by the Evaluations Branch will not be seen by this board.

15. All Officers in the zones of consideration may submit correspondence to the president of the board, if so desired.

a. Individual memorandums should include only matters deemed important in the consideration of an officer's record. They should be addressed to President, FY23 PMS CSB, Attn: AHRC-PDV-S, 1600 Spearhead Division Ave, Fort Knox, KY 40122. Signed memoranda may be scanned and emailed to [usarmy.knox.hrc.mbx.tagd-board-ac-officer@army.mil](mailto:usarmy.knox.hrc.mbx.tagd-board-ac-officer@army.mil). Memorandums to the Board must arrive NLT 20 July 2022 in order to be considered. These documents should not be uploaded to IPERMS.

b. Any memorandum considered by a board will become a matter of record for that board and will be retained in the board files. Memorandum to the board (including enclosures) will not be filed in an officer's AMHRR.

c. Communication or memorandum of recommendation from other parties on behalf of officers eligible for consideration will not be provided to the board unless forwarded as an enclosure to a memorandum to the board from the considered officer. Officers desiring to write to the president of a board should refer to AR 600-8-29, paragraph 2-6, for guidance.

d. Unprocessed copies of OERs, resident AERs or evaluation appeals not yet adjudicated should not be sent as enclosures and will not be provided to the board.

16. AMHRR documents. This board will utilize the My Board File (MBF) application.

a. Officers may view their AMHRR online at: <https://iperms.hrc.army.mil/>.

b. For additional information on updating board documents in iPERMS refer to <https://www.hrc.army.mil/content/10927> or on Facebook at <https://www.facebook.com/iPERMS>.

c. Documents sent to the iPERMS board support e-mail address (para 22) for filing into iPERMS will not be accepted; contact your HR professional. S-1/Unit Administrator (UA) / Military Personnel Division (MPD) / Director of Human Resources (DHR) / Military Human Resource (MHR) Offices and Career/Branch Managers are authorized to submit required AMHRR documents into iPERMS using the web upload feature. Click <https://www.hrc.army.mil/asset/14900> to access the AMHRR required document list. All



documents must include your full name and complete 10 digit Department of Defense Identification number (DODID). If the DODID is not available, documents must include complete 9-digit Social Security Number.

d. All AMHRR update submissions must be received NLT 1 August 2022 to allow for sufficient processing time. Ensure S-1/UA/MPD/DHR/MIL HR Offices and Career Managers type the word "board" in the comment field of the batch for priority processing. Write down the batch number for future reference. All updates to the Performance folder of the AMHRR will populate your board file but there is typically a delay involved.

e. The Board Support Team does not have access to systems that update the board file or ORB. In order for the update(s)/change(s) made in your IPERMS Performance folder to populate to your board file, the DA Secretariat will need to synchronize your board file with your IPERMS record.

f. Do not submit OERs or AERs (DA Form 1059) to iPERMS via web upload or email. Follow the procedures in paragraph 14 of this message for all evaluation related documents and issues.

g. The rules for masking documents (moving documents from Performance folder to Restricted folder) are as follows:

(1) Enlisted documents that do not cross over from enlisted to officer ranks are masked. If the document can be earned by both officer and enlisted ranks, the document will not be masked (i.e., Airborne School, Combat Lifesaver Course, etc).

(2) Awards, decorations and Certificates of Achievement will not be masked and will be seen by the board.

(3) All OERs will be placed in the Performance folder of the official AMHRR file IAW AR 623-3.

(4) All enlisted DA 1059s need to be masked.

h. For resolution of duplicate, inverted, misfiled, masking documents, or request for corrections, submit [Board Correction Form](#) to [usarmy.knox.hrc.mbx.iperms-board-support@army.mil](mailto:usarmy.knox.hrc.mbx.iperms-board-support@army.mil). Correctly filed authorized documents will not be removed.

i. Transcripts submitted to iPERMS must be in compliance with AR 600-8-104, Required Document List.

17. Official Photographs. Per MILPER Message 21-213, 15 Jun 21, subject: Elimination of Department of Army (DA) Photos, and Race, Ethnicity and Gender Identification Data for Officer, Warrant Officer, and Enlisted Department of the Army Centralized Selection

Boards, the requirement for officer, warrant officer and enlisted selection boards to include DA Photo as part of the board file is suspended.

18. Key dates:

Opt-in open/close dates	16 May – 17 Jun 22
MBF	6 – 22 Jul 22
OER thru dates	N/A
OER received by	1 Aug 22
Board dates	8 – 12 Aug 22

19. Immediately after the PMS Centralized Selection Board recesses the results will be forwarded to Cadet Command for slating. Upon the Cadet Command Commanding General's approval of the PMS slate, the results will be posted to the HRC and US Army Cadet Command websites. The final step in the PMS selection process is a formal nomination to the specific academic institution and administration's acceptance of the PMS nomination. Once approved, HRC will publish individual RFOs for PCS.

20. Cadet Command will maintain an alternate list through 31 March 2024 to fill un-forecasted vacancies. If circumstances arise due to medical or hardship reasons, applicants may contact their Career Manager and request release from the alternate list. Decisions will be made on a case-by-case basis.

21. Selection and service as a PMS does not preclude an Officer from consideration and selection for CSL command opportunities. However, selection to CSL command may limit the ability to serve as a PMS due to the short timeframe from CSL selection and assuming command.

22. For correction(s) to existing documents filled into your AMHRR/iPERMS record, contact the Army Soldier Records Branch, Board Support Team. Please email request to [usarmy.knox.hrc.mbx.iperms-board-support@army.mil](mailto:usarmy.knox.hrc.mbx.iperms-board-support@army.mil). The Board Support Team line is DSN 983-9990, press 2 or commercial (502) 613-9990, press 2. Do not send AMHRR documents to this e-mail address; follow procedures in paragraph 16 (above). Documents emailed for filing into iPERMS will not be accepted; contact your HR professional.

23. Army Directive 2018-16, Suitability Criteria for Military Personnel in Specified Positions. HRC will conduct centralized background screening on all personnel selected for Primary and Alternate professor of military science (PMS) positions.

24. Point of contact for this MILPER Message Mr. Jerome Draper (HRC, Fort Knox, KY) at [jerome.draper.civ@army.mil](mailto:jerome.draper.civ@army.mil) or (502) 613-6312 (DSN: 983), Ms. Pamela L. Waterhouse (SLDO, Fort Knox, KY) at 502-613-4757 or [pamela.l.waterhouse2.civ@army.mil](mailto:pamela.l.waterhouse2.civ@army.mil) and Mr. Robert Johnson (Cadet Command, Fort Knox, KY) at [robert.h.johnson11.civ@army.mil](mailto:robert.h.johnson11.civ@army.mil) or (502) 624-5718 (DSN: 464).