



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
3000 MARINE CORPS PENTAGON
WASHINGTON, DC 20350-3000

MCO 1700.32
MFR

8 FEB 2013

MARINE CORPS ORDER 1700.32

From: Commandant of the Marine Corps
To: Distribution List

Subj: LEADERSHIP SCHOLAR PROGRAM

Ref: (a) DoDI 1015.10
(b) MCO P1700.27B
(c) SECNAV M-5210.1

Encl: (1) Leadership Scholar Program Eligibility and Submission Process

1. Situation. To set forth the policies governing the Leadership Scholar Program (LSP) and provide background information and guidance for the submission of applications for admission to those colleges and universities that participate in the LSP. When a participating college or university has limited slots for acceptance through LSP, LSP will select only the most competitive for consideration by the college or university admission process.

2. Mission

a. The mission of LSP is to facilitate the admission of qualified Marines to the participating college or university of their choice.

b. The primary program objective is to ensure that eligible Marines are aware of LSP and are able to determine whether or not the services provided by LSP offer the most expeditious route for attainment of their respective educational goals. In accordance with references (a) and (b), the LSP, as an education opportunity program, is established as a Warfighter and Family Services, Category A program benefit for Marines.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. The LSP will ensure that qualified Marines interested in pursuing an undergraduate degree receive assistance throughout the admission process at LSP-affiliated colleges and universities. Commanders will promote the LSP as a transition opportunity for Marines who served honorably and have the desire and meet the eligibility requirements for admission to the participating college or university of their choice.

(2) Concept of Operations. The LSP assists qualified Marines who are interested in pursuing an undergraduate degree after separation from active duty by accelerating the admission process to affiliated colleges and universities.

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

(a) Eligibility. The LSP is available to all honorably discharging Active Duty and Reserve Marines who meet the eligibility requirements set forth in enclosure (1). Active Duty and Reserve members of the other services who serve within a USMC command are also eligible.

(b) Requests for waiver of eligibility requirements shall be submitted to HQMC (MFR) using Administrative Action Form NAVMC 10274 along with the unit commander's endorsement.

b. Subordinate Element Missions

(1) Deputy Commandant, Manpower and Reserve Affairs (M&RA). Ensure overall policy compliance and oversight of the LSP.

(2) Director, Marine and Family Programs (MF)

(a) Develop plans, policies, procedures, performance evaluation standards, and metrics for execution and management of the LSP.

(b) Develop program marketing plans.

(c) Serve as principle point of contact on all LSP matters.

(d) Monitor and assess program effectiveness.

(e) Provide manning and oversight of daily operations of the LSP.

(f) Ensure LSP is fully integrated into the Transition Readiness Seminar and all other applicable Marine Corps Community Services (MCCS) programs.

(g) Establish procedures for seeking, screening, and creating written agreements with four-year, regionally-accredited colleges and universities offering a bachelor's degree that provide a significant benefit to the Marines.

(3) Director, Public Affairs (PA). Create and sustain awareness of LSP among target audiences, ensuring Marines are aware of all benefits of LSP as well as provide updated information to Marine-affiliated organizations by linking to LSP services as appropriate.

(4) Installation Commanders

(a) Ensure awareness of LSP and that LSP is marketed and effectively communicated to the military community.

(b) Ensure Education Services Officers (ESOs) and other appropriate entities have an awareness of the LSP and that eligible Marines are provided with appropriate information to include the LSP website www.LeadershipScholarProgram.com. Support ongoing LSP initiatives including information sessions and admissions interviews.

8 FEB 2013

(5) Unit Commanders. Ensure unit Education Officers and other appropriate entities have an awareness of the LSP and that eligible Marines are provided with appropriate information to include the LSP website www.LeadershipScholarProgram.com.

4. Administration and Logistics

a. The currency, accuracy, and completeness of publication and distribution of this Order, and changes thereto, are the responsibility of CMC (MFR).

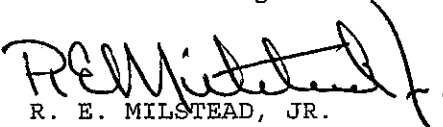
b. Submit recommendations for changes to this Order to CMC (MFR) via the appropriate chain of command.

c. Records created as a result of this Order shall be managed according to National Archives and Records Administration approved dispositions per reference (c) to ensure proper maintenance, use, accessibility and preservation, regardless of format or medium.

5. Command and Signal

a. Command. This Order is applicable to the Marine Corps Total Force.

b. Signal. This Order is effective the date signed.


R. E. MILSTEAD, JR.
Deputy Commandant for
Manpower and Reserve Affairs

DISTRIBUTION: PCN 10202321200

Leadership Scholar Program Eligibility and Submission Process

1. Eligibility. Applicants must meet the following eligibility requirements:

a. Active Duty or Reserve Marine. Active Duty and Reserve members of the other services who serve within a USMC command are also eligible.

b. Education. High School Graduate. Current holders of undergraduate degrees (Bachelor of Arts (B.A.), Bachelor of Science (B.S.) or equivalent, or those seeking advanced degrees do not qualify for this program.

c. Classification testing. Applicants must possess a minimum combined score of 70 or higher on their AFQT and a GT score of 115 or higher.

d. Obligated service. Applicants accepted for this program do not incur any additional obligated service.

e. Honorable discharge. Applicants must have an honorable discharge date before the beginning of the selected academic term, or be in a terminal leave status.

f. Tuition and Fees. The payment of tuition and all other academic fees are the responsibility of each participant. The use of GI Bill education benefits, grants, and student loans, are encouraged. The Marine Corps Tuition Assistance Program (TA) cannot be used to fund tuition.

2. Submission materials. Unless otherwise directed, applicants must submit to Leadership Scholar Program, U.S. Marine Corps, Marine and Family Programs Division, MFR 1, 3820 Russell Road, Quantico, Virginia 22134 the following:

a. One copy of high school transcripts (Unofficial).

b. One copy of college transcripts (Unofficial).

c. Sailor/Marine American Council on Education Transcripts (SMART).

d. One copy of Navy Marine Corps (NAVMC) 118 pages(3)/Chronological Record, (11)/Administrative Remarks, and (12)/Offenses and Punishments.

e. One copy of the Record of Service (ROS), Basic Individual Record (BIR), Basic Training Record (BTR), Awards Record (AWDS), and Education Record (TEDU).

f. Letter of Recommendation from the applicant's Commanding Officer or Officer-in-Charge.

3. Screening/Selection Process. Each application is screened to evaluate the applicant's potential for successful completion of college. Submission materials are stored at Headquarters Marine Corps, Marine and Family Programs Division (MF), Personal and Professional Development Branch (MFR). Electronic records are stored via secured server on Management Office Marine Corps Enterprise IT Services (MCEITS). Applicants who are notified of their selection to the LSP will subsequently be required to accomplish the following:

a. Submit an electronic application to college or university, and complete the application process as instructed by the college or university.

b. Be prepared to submit copies of their official high school transcripts and copies of any official college transcripts and DD 214 to the college or university, when requested.

c. Be prepared to provide ACT or SAT scores upon demand by the participating college or university.