



Chief Petty Officer Academy Business Rules

FY21

Course Code: 230442

Target Audience

Chief Petty Officer Academy (CPOACAD) will operate at a reduced throughput capacity for FY21. The target audience will be E-7s that have satisfied time in grade to be eligible to advance to E-8. The requirement for an E-6 above the current Service Wide exam cutoff to attend prior to advancement has been temporarily suspended. E-7s competing for advancement to the paygrade of E-8, and E-8 Selectees can elect to attend the CPOACAD, or apply to attend the Air Force Senior Non Commissioned Officer Academy (AFSNCOA) (400301). E-8s can attend the Navy Senior Enlisted Academy (USNSEA) (400302)

Primary

Active Duty and Reserve E-7s

Secondary

Active Duty E-8 and Reserve selectees who have not attended CPOACAD

General Information

The Chief Petty Officer Academy will operate sessions during FY21 with reduced student throughput due to capacity restrictions as a result of COVID-19 response and prevention guidelines that have been implemented. E-TQC will manage the enrollment and Electronic Training Request (ETR) waiting list for the CPOACAD. Instructions and the current list will be housed on the E-TQC portal page: <https://cg.portal.uscg.mil/units/forcecom/tqc/Pages/Home.aspx>

Cancellations only require Admin OIX msg to ETQC.

****CG-128 has issued a blanket waiver for the remainder of those members that remain above the current MAY 19 SWE Cutoff****

Required Class Sizes: Normal convening sizes will consist of a maximum 40 students for FY21, or until class sizes can safely be increased.

Application Process

Review CPOACAD convening dates on ETQC's CG Portal page and ETQC shared documents.

Identify an appropriate session to attend and at least two alternate sessions when submitting your ETR.

Important Application Guidelines

To maximize your opportunity for attendance, list "will accept soonest available CPOA session" at the end of your comments. This statement enables roster managers to carry your request over to the next session when a session is full.

Visit the CPOA website, Portal Page, and CG-128's website for specific guidance, job aids, and additional information.

<https://www.dcms.uscg.mil/Our-Organization/Assistant-Commandant-for-Human-Resources-CG-1/Civilian-Human-Resources-Diversity-and-Leadership-Directorate-CG-12/Office-of-Leadership-CG-128/Courses/>